OpsAuditHub opsaudithub.com	DOC ID: **SAF-0249**	REVISION: **Rev 2.4 (2026)**
	STANDARD: **NFPA 101 Life Safety Code & OSHA 29 CFR 1910 Subpart E**	AUDIT FREQUENCY: **Monthly Audit**

Hotel Guest Room Safety Audit Inspection Checklist

Operational Scope: This checklist establishes the mandatory operational standard for evaluating guest room integrity and life safety systems to mitigate occupant hazards. Compliance is strictly enforced to meet state lodging regulations, fire codes, and internal OpsAuditHub quality benchmarks.

MANDATORY PPE:	Cut-Resistant Nitrile Gloves (ANSI/ISEA 105), Safety Glasses (ANSI Z87.1), Non-Slip Enclosed Footwear (ASTM F2413), High-Visibility Safety Vest
PREREQUISITES:	Verify guest room is vacant and current status is logged in the Property Management System (PMS). | Display 'In Inspection' door hanger to prevent unauthorized entry during the audit. | Ensure calibrated testing tools (e.g., outlet circuit analyzer, decibel meter, smoke detector tester) are on hand.

LIFE SAFETY & FIRE PROTECTION SYSTEMS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Smoke Detector Unit**	Unit is securely mounted, free of dust/paint occlusion, and passes functional aerosol test with audible alarm activation.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
2	**Emergency Egress Map**	Posted securely on the back of the entry door, unobstructed, legible, and displaying the correct 'You Are Here' evacuation route.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
3	**Balcony / Window Fall Protection**	Balcony railings meet minimum height requirements without climbing footholds; operable windows open no more than 4 inches or feature secure window limiters.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**

ELECTRICAL & MECHANICAL HAZARDS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
4	**Electrical Outlets & GFCI**	All faceplates are intact without cracks; outlets near wet zones (bathroom/wet bar) trip correctly under circuit analyzer testing.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
5	**HVAC Unit & Air Quality**	Thermostat is functional, air filters are clean and free of mold/mildew, and unit operates without producing burning odors or excessive noise.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
6	**Lighting & Fixtures**	All bedside, desk, floor, and bathroom lamps feature functional bulbs matching specified wattage; no exposed wiring or loose sockets.	**Standard**	**[ ] PASS [ ] FAIL [ ] N/A**

STRUCTURAL INTEGRITY & ROOM SECURITY

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
7	**Entry Door & Deadbolt Lock**	Self-closing hinges operate smoothly; deadbolt, privacy latch, and electronic RFID lock engage securely without binding or failing.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
8	**Bathroom Slip & Fall Hazards**	Tub/shower surfaces feature intact anti-slip strips or mats; grab bars are rigidly anchored to wall studs without loose mounting screws.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
9	**Furniture Stability**	Casegoods (dressers, desks, TV stands) are properly anchored to walls to prevent tip-over hazards; upholstery is free of sharp protrusions or structural breaks.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**

Certified Inspector / Lead Operations Auditor Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Director of Engineering / Loss Prevention Manager Sign-off: _____	**Review Date:** _____	**Audit Status:** [ ] Approved [ ] Rectify

COMPLIANCE NOTICE: This document must be archived for a minimum of 12 months in accordance with workplace safety recordkeeping guidelines.

DIGITAL INSPECTION UPGRADE: Run this audit on mobile/tablet, attach photos & automate compliance records. **Start Free Mobile Audit →**