OpsAuditHub opsauditihub.com	DOC ID: **SAF-0250**	REVISION: **Rev 2.4 (2026)**
	STANDARD: **NFPA 101 Life Safety Code & OSHA 29 CFR 1910.37**	AUDIT FREQUENCY: **Monthly Audit**

Hotel Guest Room Safety Audit Safety Audit Checklist

Operational Scope: This audit establishes a rigorous inspection protocol for all guest accommodations to mitigate life-safety hazards, electrical risks, and slip-and-fall incidents. Execution ensures full compliance with hospitality safety mandates and protects guest welfare.

MANDATORY PPE:	Nitrile Gloves (ASTM D6319), Safety Glasses (ANSI Z87.1), Slip-Resistant Footwear (ASTM F2913), High-Visibility Vest
PREREQUISITES:	Verify master key access and ensure housekeeping notification protocol is completed. | Equip mobile auditing tablet with pre-loaded hotel guest room safety audit safety audit checklist software. | Ensure calibrated electrical receptacle tester and flashlight are operational.

LIFE SAFETY & EMERGENCY SYSTEMS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Smoke Detector & Carbon Monoxide Unit**	Unit is securely mounted, free of dust obstruction, and passes operational test via the test button within manufacturer specifications.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
2	**Emergency Evacuation Diagram**	Approved floor plan diagram is securely posted on the back of the guest room entry door at eye level, clearly showing primary and secondary egress routes.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
3	**Balcony & Window Safety Restraints**	Balcony railings are structurally sound with maximum baluster spacing under 4 inches; operable windows feature functional safety stops limiting opening width to 4 inches.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**

ELECTRICAL & FIRE COMPLIANCE

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
4	**GFCI Receptacles (Bathroom & Wet Areas)**	All outlets within 6 feet of water sources feature functional Ground Fault Circuit Interrupter protection, verified via manual trip and reset test.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
5	**Lighting Fixtures & Bulbs**	All lamps, bedside reading lights, and bathroom vanity fixtures operate correctly with no exposed wiring, frayed cords, or missing shades.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
6	**HVAC Unit & Thermostat Controls**	Heating and cooling units operate without producing burning odors, unusual vibrations, or blocked intake vents; emergency shut-offs are clear.	**Standard**	**[ ] PASS [ ] FAIL [ ] N/A**

STRUCTURAL INTEGRITY & SLIP-TRIP HAZARDS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
7	**Flooring & Carpeting Conditions**	Carpet is tightly stretched with no frayed seams or lifted edges; hard flooring transitions are smooth without tripping lips or cracked tiles.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
8	**Bathroom Grab Bars & Tub Surfaces**	Grab bars in tub/shower enclosures withstand a minimum pull force of 250 lbs; slip-resistant adhesive strips or textured surfaces are fully intact.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
9	**Door Hardware & Security Latches**	Entry door self-closer functions correctly, privacy deadbolt engages smoothly, and secondary chain/swing guard latch is undamaged.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**

Certified Inspector / Lead Operator Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Site Safety Supervisor / Operations 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.

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