

Insert Logo Here Service Company Information (Address, Telephone, & Contact Information)		Unit Emergency Lighting Test & Inspection			
		Date of Service:		Last Service Date:	
		Monthly <input type="checkbox"/>	Annual <input type="checkbox"/>	Special Inspection <input type="checkbox"/>	
Building Name:		Contact Person:		Phone:	
				Fax:	
Address:		Owner/Strata Number:		Phone:	
				Fax:	
City:	Postal Code:	Year Constructed:			
Comments / Remarks are recorded on page:					
Building Type:	<input type="checkbox"/> Commercial	<input type="checkbox"/> Residential	<input type="checkbox"/> Institutional	<input type="checkbox"/> Industrial	
Building Construction:	<input type="checkbox"/> Combustible	<input type="checkbox"/> Non-Combustible	<input type="checkbox"/> Engineered Wood	<input type="checkbox"/> Portable	
Number of Storeys Above Grade:	<input type="checkbox"/> Up to Three	<input type="checkbox"/> Four to Eight (Engineered Wood)	<input type="checkbox"/> Nine and Up (Highrise)	<input type="checkbox"/> Other	
Required Operation Time:	Thirty Minutes	One Hour	Two Hours	Test Time: _____	

Emergency unit lighting shall be tested annually in accordance with Section 6 of the National Fire Code of Canada in effect in the jurisdiction as follows:

6.5.1.6 Inspection of Unit Equipment

- 1) Self-contained emergency lighting unit equipment shall be inspected at intervals not greater than one month to ensure that:
 - a) Pilot lights are functioning and not obviously damaged or obstructed;
 - b) The terminal connections are clean, free of corrosion and lubricated when necessary;
 - c) The terminal clamps are clean and tight as per the manufacturer's specifications, and
 - d) The battery surface is kept clean and dry.
- 2) Self-contained emergency lighting unit equipment shall be tested:
 - a) at intervals not greater than one month to ensure that the emergency lights will function upon failure of the primary power supply; and
 - b) at intervals not greater than 12 months to ensure that the unit will provide emergency lighting for a duration equal to the design criterion under simulated power failure conditions.
- 3) After completion of the test required in Clause (2)(b), the charging conditions for voltage and current and the recovery period shall be tested to ensure that the charging system is functioning in accordance with the manufacturer's specifications.

6.5.1.7 Inspection of Emergency Lights

- 1) Except as provided in Article 6.5.1.6, emergency lights shall be inspected at intervals not greater than 12 months to ensure that they are functional.

6.5.1.8 Inspection of Exit Signs

- 1) Except as provided in Sentence (2), exit signs shall be inspected at intervals not greater than 12 month so to ensure that the exit signs will be visible upon failure of the primary power supply.
- 2) Exit signs provided with a battery back-up shall be inspected at intervals:
 - a) not greater than one month to ensure the exit signs will be visible upon failure of the primary power supply; and
 - b) not greater than 12 months to ensure the exit signs will be visible for the duration equal to the design criterion upon failure of the primary power supply.

Compliance Statement and Signatures

The information on this form and in the _____ pages attached here-to attests that the equipment listed here-in was tested / inspected in conformance with applicable Codes, local bylaws, Standards, and the manufacturer's requirements by a qualified technician. The equipment was left in an operational condition except as noted in the spaces marked "comments". A record of this inspection and test shall be maintained on the premises in accordance with the National Fire Code of Canada as adopted within this jurisdiction.

Company Name			
Primary Technician	Registration No. / Stamp	Date	Technician Signature
Company Name			
Assisting Technician	Registration No. / Stamp	Date	Technician Signature

Unit Emergency Lighting, Remote Lamps & Exit Sign Inspection & Testing

Building Name:	Date:
Address:	

Monthly Inspection and Test Items				Annual Tests	
A	Pilot lights are functioning	D	Battery surface clean and dry	G	Test to ensure lights function for a duration equal to design criteria identified on page one of this test record.
B	Terminal connections clean	E	Electrolyte level and specific gravity okay	H	Test charging conditions for voltage & current recovery period to ensure charging system is functioning.
C	Terminal clamps clean and tight	F	Proper light function - power loss		

Monthly inspection and test items shall be performed and documented for every annual test.

“√” - Yes (Acceptable) “X” - No (Unacceptable) (“NO” answers explained in “Remarks/Comments”)

Location of Unit or Remote Head	Unit No.	Panel ID	Circuit ID	ALC? Y or N	Monthly Inspection and Tests						Annual Tests		Times		Voltage/ Size	Comments
					A	B	C	D	E	F	G	H	On	Off		

Unit Emergency Lighting, Remote Lamps & Exit Sign Inspection & Testing

Building Name:		Date:	
Address:			

Remarks/Comments