Fire Alarm

Date	Location Of Test	Device	Result (√) = Pass (X) = Fail (FA) = False Alarm (ACT) = Activation	Print Name with Signature

Daily : Check panel for any fault indication.

Weekly : Perform a alarm test by activating a device (call point) and try to test a different device each week then verify all sounders are operating, if there are any problems call E&J as soon as possible

Emergency Lighting

Date	Location Of Test	Device	Result (√) = Pass (X) = Fail	Print Name with Signature

Daily : Maintained Lights (always on) :- all lamps are working
Non-Maintained Lights (comes active during power failure) :- indicator neon is on
On Both :- Shades & lighting units are not damaged or loose.

Monthly : Simulate power failure and check lighting units become active,
Restore power and check the units have restored.

Extinguishers

Date	Location Of Test	Device	Result (√) = Pass (X) = Fail	Print Name with Signature

Monthly : Perform a visual inspection to confirm extinguishers are in position, with no obvious damage
check plastic seals by handle are present and intact.