CRESSKILL FIRE DEPARTMENT

Division of Fire Prevention

51 Madison Avenue
Cresskill, NJ 07626

INSTRUCTIONS FOR USE OF EXIT SIGN/EMERGENCY LIGHT INSPECTION & MAINTENANCE LOG SHEET

A routine maintenance and operational testing program shall be provided for all emergency power equipment

This form (opposite side) shall be duplicated to ensure each Exit Sign, Emergency Light Unit and Combination Exit Sign/Emergency Light Unit has an individual form. Each unit shall be marked with a unit specific identification number. This identification number will also be marked on the unit specific log sheet.

This form shall be completed monthly during the required inspections and any time there is any maintenance performed on the unit. Maintenance shall include bulb changes, battery changes, etc. Testing of the units shall be monthly for a period of 30 seconds and annually for a period at least one hour in duration. All equipment shall function properly for the entire duration of the test.

These log sheets shall be completed in a neat and legible manner and maintained on premises in a designated book for such purpose. Copies shall be provided to the Fire Official for review upon request.

The maintenance of this log is required under the New Jersey Uniform Fire Safety Code. Any person failing to properly maintain this log or falsifying any records may be subject to a penalty under the New Jersey Uniform Fire Code.

Any inquiries should be directed to the Cresskill Division of Fire Prevention at (201) 568-2821

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Division of Fire Prevention
Exit Sign/Emergency Light
Inspection & Maintenance Log

Location of Unit: ________________ Unit Identification #:____________

Unit Type: (Circle) Exit Sign Only Emergency Light Only Combination Unit

DATE:	TEST or MAINT.	DESCRIPTION OF TEST/MAINTENANCE:	INITIALS: