

Emergency Light Inspection Checklist

InspectionReport.app — BS 5266-1:2016 Compliant

Site / Building: _____

Inspector Name: _____

Date of Inspection: _____

Next Scheduled Inspection: _____

Section 1: Monthly Functional Test (30-Second Duration)

Per BS 5266-1:2016 Section 12.3 — Each emergency light fitting shall be tested monthly by simulating a mains failure for a period sufficient to verify correct operation (minimum 30 seconds).

Luminaire ID / Location	Visual Inspection (No damage, clean lens)	Test Button Operational	Illumination OK (LED / Bulb works)	Battery Indicator (Charging LED)	Pass / Fail	Comments / Actions

Monthly Test Summary

Total luminaires tested:	
Passed:	
Failed / Requires repair:	

Section 2: Annual Full Duration Test (90-Minute Duration)

Per BS 5266-1:2016 Section 12.4 — Each emergency light fitting shall be tested annually for the full rated duration (typically 90 minutes). Record observations at 30-minute intervals.

Luminaire ID / Location	30-Min Check (Illumination OK)	60-Min Check (Illumination OK)	90-Min Check (Illumination OK)	Battery Condition (No swelling/leak)	Charger Status (Green LED stable)	Pass / Fail	Notes

Annual Test Summary

Total Luminaires Tested:	
Passed Full 90 Min:	
Failed During Test:	
Batteries Replaced:	

Sign-Off

Inspector Name:		Date:	
Signature:		Company:	
Reviewed By:		Review Date:	

Regulatory Reference

This checklist is designed to comply with BS 5266-1:2016 (Emergency Lighting – Code of Practice) and the Regulatory Reform (Fire Safety) Order 2005. For further guidance, refer to the current edition of BS 5266-1 and BS EN 1838.