

## SS 4 - Emergency Lighting Systems

<b>Address:</b>			
<b>Building Name:</b>			
<b>Provide by (name):</b>			
No.	Make	Model	Location
1			
2			
3			
4			
5			
6			
<b>Installation Standard:</b>		<input type="checkbox"/> NZS 6742:1971 <input type="checkbox"/> AS/NZS 2293.1:1995 <input type="checkbox"/> Specifically Designed Alternative Solution (please supply) <input type="checkbox"/> Other (Historical) _____	
<b>Inspections &amp; Maintenance Standard:</b>		<input type="checkbox"/> NZS 6742:1971 <input type="checkbox"/> AS/NZS 2293.2:1995 <input type="checkbox"/> Specifically Designed Alternative Solution (please supply) <input type="checkbox"/> Other (Historical) _____	
<b>Frequency:</b>		<input type="checkbox"/> Monthly <input type="checkbox"/> Six-monthly <input type="checkbox"/> Annually	<input type="checkbox"/> Owner <input type="checkbox"/> IQP <input type="checkbox"/> IQP <input type="checkbox"/> IQP
<b>Inspections &amp; Maintenance:</b>		Planned preventative maintenance and responsive maintenance should be carried out in accordance with the nominated performance and inspection standard or document to ensure the system will operate as required.	
<b>Reporting:</b>		<p>The owner must keep records of all inspection, maintenance and repairs undertaken in the previous 24 months. The records must be kept on site and as a minimum, include:</p> <ul style="list-style-type: none"> <li>• Details of any inspection, test or preventative maintenance carried out, including dates, work undertaken, faults found, remedies applied, and the person who performed the work.</li> <li>• Details of any other faults found or maintenance and repair work undertaken to maintain the system in working order, including dates, work undertaken, faults found, remedies applied and the person who performed the work</li> </ul>	

The information above is used to help generate the compliance schedule. If you are unsure how to complete this form, please consult an Independently Qualified Person (IQP) who is registered for the system above.