



Fire services

Portable fire equipment - To be completed by Fire Services Technician

Essential Safety Measures (tick if onsite)

1. Fire Extinguishers 2. Fire Hose Reels 3. Lay Flat Hoses 4. Fire Blanket 5. Other:

ESM item no.	Location	Date	Business name and person conducting inspection	Level of inspection	Problems identified in inspection	Action taken to rectify problem	Date of rectification	Signature

Level of inspection:
Q: 3 monthly 6: 6 monthly A: annually 3: 3 yearly 5: 5 yearly

Exit Signs and Emergency Lights Schedule

Sign/Light No.	Location of Sign or Light	Three Types Exit Sign - Non-illuminated Exit Sign - Illuminated Emergency lighting
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		

The above sign/light numbers are to be used to complete the Log Book for exit sign and emergency lights. Each sign/light fitting is to be given its own unique number and location description (main hall front, main hall rear, kitchen, q-store ect.)

Note

A non-illuminated exit sign is to be included in the log book and passes the inspection if it is present above the exit door. If the exit sign has fallen off the wall, then replace it with a new non-illuminated exit sign.

