

# SITE LIGHTING AND EMERGENCY LIGHTING TEST RECORD

RECORD — WEEKLY AND MONTHLY

Weekly — task, route and access lighting; monthly — function test of the emergency lighting that escape depends on

KD-INS-SL-039 Rev A0

CDM 2015 reg 35: every place of work, its approaches and traffic routes have suitable and sufficient lighting, natural so far as practicable, and secondary lighting where failure of the primary would cause a risk; the Regulatory Reform (Fire Safety) Order 2005 (England and Wales) art 14 requires emergency routes and exits that need illumination to have emergency lighting of adequate intensity in case of failure. HSG168 (3rd edition, 2022) applies both to a site; BS 5266-1:2016 sets the tests for the emergency units — a monthly function test and an annual full-duration test. The permanent installation's tests are KD-QA-EL-005; the distribution supplying the site lighting is KD-INS-TE-008.

## 1 SITE

|                               |                         |                                        |                                     |
|-------------------------------|-------------------------|----------------------------------------|-------------------------------------|
| PROJECT / SITE REF            | SITE                    | WEEK COMMENCING / PERIOD               | INSPECTOR                           |
|                               |                         |                                        |                                     |
| LIGHTING LAYOUT / DRAWING REF | EMERGENCY LIGHTING TYPE | EMERGENCY UNITS — LOCATIONS (NUMBERED) | DARK STARTS / FINISHES THIS PERI... |
|                               |                         |                                        |                                     |

## 2 WEEKLY LIGHTING CHECK — ONE LINE PER WEEK

| WEEK | TASK LIGHTING IN WO... | ROUTES, STAIRS, A... | EXTERNAL, ENTRANC... | PLANT AREAS AT D... | DAMAGED LAMPS / FEST... | CABLES HIGH, OFF... | BY |
|------|------------------------|----------------------|----------------------|---------------------|-------------------------|---------------------|----|
|      |                        |                      |                      |                     |                         |                     |    |
|      |                        |                      |                      |                     |                         |                     |    |
|      |                        |                      |                      |                     |                         |                     |    |
|      |                        |                      |                      |                     |                         |                     |    |
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|      |                        |                      |                      |                     |                         |                     |    |
|      |                        |                      |                      |                     |                         |                     |    |

## 3 EMERGENCY LIGHTING TESTS — ONE LINE PER UNIT PER TEST

| DATE | UNIT / LOCATION | TEST | RESULT | DEFECT / ACTION | BY |
|------|-----------------|------|--------|-----------------|----|
|      |                 |      |        |                 |    |
|      |                 |      |        |                 |    |
|      |                 |      |        |                 |    |
|      |                 |      |        |                 |    |
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|      |                 |      |        |                 |    |
|      |                 |      |        |                 |    |
|      |                 |      |        |                 |    |
|      |                 |      |        |                 |    |

## 4 DEFECTS AND ACTION

| DATE | DEFECT | ACTION / BY WHOM | CLOSED |
|------|--------|------------------|--------|
|      |        |                  |        |
|      |        |                  |        |
|      |        |                  |        |
|      |        |                  |        |

## 5 SIGNATURES

|                             |      |         |           |      |      |
|-----------------------------|------|---------|-----------|------|------|
| <b>Inspector:</b>           |      |         |           |      |      |
| PRINTED NAME                | ROLE | COMPANY | SIGNATURE | DATE | TIME |
|                             |      |         |           |      |      |
| <b>Site manager — seen:</b> |      |         |           |      |      |
| PRINTED NAME                | ROLE | COMPANY | SIGNATURE | DATE | TIME |
|                             |      |         |           |      |      |

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

| Rev | Date       | Class       | What changed                                                                                                                                                            | Authorised by                                                                 |
|-----|------------|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| D0  | 2026-09-02 | first-issue | First issue.                                                                                                                                                            | — not yet approved —                                                          |
| A0  | 2026-09-02 | review      | Approved for issue by the author. Content unchanged from the reviewed draft; the draft status strip is removed. No independent third-party review has been carried out. | Author — director, UK principal contractor, SMSTS. Not an independent review. |

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.