



Electrical & Emergency Lighting Check

Visual electrical and emergency lighting inspection for FM teams — defects, tests, and escalation.

BUILDING

ZONE / FLOOR

INSPECTOR

DATE

Check type

☐

Monthly visual

☐

Emergency lighting test

☐

Reactive

☐

Other

1. Distribution & general electrics

Distribution boards accessible, labelled, doors secure

☐

Pass

☐

Fail

☐

N/A

No signs of overheating, burning, or loose covers

☐

Pass

☐

Fail

☐

N/A

Temporary leads / multi-boards controlled

☐

Pass

☐

Fail

☐

N/A

Sockets and switches undamaged in sampled areas

☐

Pass

☐

Fail

☐

N/A

Any live work observed without controls?

☐

Yes

☐

No

☐

N/A

2. Emergency lighting

Emergency luminaires present on escape routes

☐

Pass

☐

Fail

☐

N/A

Function / discharge test completed this visit

☐

Yes

☐

No

☐

N/A

TEST DURATION / RESULT

FAILED FITTINGS

LOCATION

FITTING ID

FAULT

ACTION

NOTES / CERTIFICATES REFS

Corrective / follow-up actions

FINDING / ACTION REQUIRED

OWNER

PRIORITY

DUE DATE

STATUS

Sign-off

COMPLETED BY	DATE / TIME
SIGNATURE	
REVIEWED / APPROVED BY	