



Department of Facilities POLICY AND PROCEDURE

POLICY NUMBER: 292
VERSION: 1

SUBJECT: BATTERY OPERATED EMERGENCY LIGHTS

POLICY:

Battery operated emergency lights, will be maintained and tested as per Regulatory compliance, The Joint Commission compliance, NFPA requirements and the Preventative Maintenance Program.

PURPOSE:

To ensure reliable and proper operation of all battery operated emergency lights.

PROCEDURE:

Battery operated emergency lights, will be maintained and tested on a regular basis. An inventory of spare parts will be maintained so repairs can be done on an as needed basis.

MONTHLY:

1. Perform a functional test for a minimum of thirty (30) seconds.
2. Record test results on P.M. sheet.
3. Perform repairs as needed.

ANNUALLY:

1. Perform a functional test for ninety (90) minutes.
2. Record test results on P.M. sheet.
3. Perform repairs as needed.

Approved By: Anthony Corliss (MANAGER I, FACILITIES OPERATIONS AND CRAFTS)	
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Supersedes:	