



**NOTES FOR RECIPIENT**  
**THIS CERTIFICATE IS A VALUABLE DOCUMENT AND SHOULD BE RETAINED FOR FUTURE REFERENCE**

This 'Emergency Lighting Periodic Inspection and Testing Certificate' consists of three pages. The absence of any of the pages of this certificate would render the certificate invalid. Additionally, where any of the boxes have been left blank without reasonable justification, you should seek to question with the contractor as to why the certificate has not been fully completed.

The Emergency Lighting Periodic Inspection and Testing Certificate is to be issued only for the periodic inspection and testing of an existing emergency lighting installation to verify compliance of the installation to the current standard BS 5266-1: 2011.

**The certificate must not be issued for any of the purposes a, b, c, or d below, for which an Emergency Lighting Completion Certificate must be issued:**

- a a new emergency lighting installation or
- b new work associated with an alteration or
- c an addition to an existing emergency lighting installation or
- d verification of an existing installation (installed to a previous edition of the Code of Practice) for compliance with the current edition of the Code of Practice.

This certificate has been issued to provide supporting evidence (along with the client's current Fire Risk Assessment()) to enable the **Responsible Person** or **Competent Person** acting on their behalf (as required by the Management of Health and Safety at Work Regulations 1999 and the Regulatory Reform (Fire Safety) Order 2005 in England and Wales) or **The Employer** or **Other Persons** who have control over the premises to any extent and any person who through contract or tenancy have obligations in respect of maintenance or safety (as required by The Fire (Scotland) Act 2005) or **The Employer** or **Nominated Employee** who has special responsibility for fire safety (as required by The Fire Precautions (Workplace) Regulations (Northern Ireland) 2001) and The Management of Health and Safety at Work Regulations (Northern Ireland) 2000, to continue to declare, that the existing emergency lighting system to which it relates has been inspected and tested in accordance with the appropriate recommendations given in BS 5266 *Emergency Lighting Part 1: 2011 Code of practice for the emergency escape lighting of premises*, BS EN 1838: 2013 *Lighting applications - Emergency lighting*, and BS EN 50172: 2004/ BS 5266-8: 2004 *Emergency escape lighting systems*, to verify that the emergency lighting installation continues to comply with these standards.

You should have received the certificate marked 'Original' and the Contractor should have retained the certificate marked 'Duplicate'. **This certificate is a valuable document and should be retained for future reference for the purpose of providing evidence of properly maintaining the emergency lighting installation.** If you were the person ordering the work, but not the user of the installation, you should pass this certificate, immediately to the **Responsible Person** or **Competent Person** (England and Wales), **Employer** or **Other Persons** (Scotland) or the **Employer** or **Nominated Employee** (Northern Ireland) for the premises.

The 'Original' certificate should be retained in a safe place and shown to any person inspecting or undertaking further work on the emergency lighting installation in the future. If you later vacate the property or building, this certificate will demonstrate to the new **Responsible Person** or **Competent Person** (England and Wales), **Employer** or **Other Persons** (Scotland) or the **Employer** or **Nominated Employee** (Northern Ireland) for the premises that the emergency lighting installation continues to comply with the requirements of BS 5266 Parts 1, 8: 2004, BS EN 1838: 2013 and with BS 7671 *Requirements for Electrical Installations*, at the time the certificate was issued (if accompanied with a current Electrical Installation Condition Report on the electrical installation, as prescribed by BS 7671). If there is a change of use of the building or a change in occupancy, a new 'Fire Risk Assessment' should be carried out.

*Continued on the reverse of page 2*



This certificate is not valid if the serial number has been defaced or altered and unless accompanied by pages 2 and 3

EPN4C/

# SCHEDULE OF ITEMS INSPECTED AND TESTED

Original (To the person ordering the work)

H PURPOSE OF INSTALLED EMERGENCY LIGHTING SYSTEM		Tick applicable box(es)	
Emergency escape lighting	<input checked="" type="checkbox"/>	Standby lighting	<input type="checkbox"/>
Escape route lighting	<input checked="" type="checkbox"/>	Partial standby lighting	<input type="checkbox"/>
Open area lighting	<input type="checkbox"/>	High risk task area lighting	<input type="checkbox"/>

I EMERGENCY LIGHTING INSTALLATION ARRANGEMENT		Tick applicable box(es)	
Self-contained emergency luminaire	<input checked="" type="checkbox"/>	Combined emergency luminaire	<input type="checkbox"/>
Central battery system	<input type="checkbox"/>	Standby generator system	<input type="checkbox"/>

J CLASSIFICATION OF OPERATION FOR EMERGENCY LIGHTING SYSTEM			
Type	Mode	Facilities	Duration
X self-contained	0 non-maintained	A including test device	180 to indicate 3h duration
X self-contained	1 maintained	A including test device	180 to indicate 3h duration

K RESULTS OF INSPECTION AND TESTING			Declared outcome*
Clause No.	Items assessed for compliance		
4.2	P1- Plans are available and correct		✓
Clause 5	P2- Adequate illumination** is provided under test conditions, for safe movement on escape routes (1 lux minimum on the centre line) and in open areas (0.5 lux minimum)		✓
6.6	P3- Luminaires correctly positioned and oriented as shown on the plans		✓
Clause 10	P4- Original design still valid		✓
5.4	P5- All escape route safety signs and other safety signs, such as fire fighting equipment location signs visible with the normal lighting extinguished		✓
6.6	P6- Correct application and siting of emergency escape lighting		✓
6.7	P7- Luminaires conform to BS EN 60598-2-22		✓
6.7	P8- Luminaires have an appropriate Ingress Protection rating for their location		✓
Clause 8	P9- Wiring systems comply with the requirements of BS 7671		✓
8.2	P10- Fire protection of central wiring systems satisfactory (including cable supports)		✓
8.2.6	P11- Emergency escape lighting circuits correctly segregated from other supplies		✓
8.2.12	P12- Wiring to emergency lighting supply power sources in a fixed installation, where a specialist plug and socket arrangement is used, it is protected against unauthorised interference		✓
8.3.3	P13- A sufficient number of suitably located test facilities are provided		✓
8.3.5	P14- Central power system output voltage range is compatible with the supply voltage range of the luminaires, taking into account supply cable voltage drop		✓
12.3	P15- Luminaires tested and found to operate for their full rated duration		✓
10.6	P16- Instructions for operation and maintenance are available		✓
Clause 11	P17- Test records in the log book complete and satisfactory		✓
10.6; 10.7	P18- Instructions together with a suitable log book showing a satisfactory commissioning test available for use by the building occupier		✓
Clause 12	P19- Luminaires clean and undamaged with lamps in good condition		✓
10.7	P20- Building occupier and their staff trained on suitable maintenance, testing and operating procedures, or a current maintenance contract is in place		✓
Clause 12			
12.1	P21- Evidence of servicing of Central Battery System (in line with manufacturer's procedures); in-house or current maintenance contract is in place		N/A
12.2	P22- Evidence of servicing of Standby Generator System (in line with manufacturer's procedures); in-house or current maintenance contract is in place		N/A
12.3	P23- After test, each luminaire charging indicator operates correctly		✓

\*\* Where an 'X' is inserted, the deviation must be recorded in Section E on page 1  
 \*\* This can be checked by visual inspection and checking that the illumination from the luminaires is not obscured and that minimum design spacings have been met  
 Notes: ✓ Indicates that an item was assessed and the declared outcome was satisfactory.  
 'X' Indicates that an item was assessed and a deviation was identified.  
 'N/A' Indicates that the assessment of an item was not applicable to the particular installation.

L TEST INSTRUMENTS USED				Where periodic requirement P2 is carried out by measurement, details of instruments MUST be recorded.
Instrument 1 (light meter) Model	Serial No.	Instrument 2 (if any) Model	Serial No.	
MetroTest	AB1000001			



**NOTES FOR RECIPIENT**

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**Page 1 of Certificate** (continued)

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The Emergency Lighting Periodic Inspection and Testing Certificate is to be issued only for the periodic inspection and testing of an existing emergency lighting installation to verify compliance of the installation to the current standard BS 5266-1: 2011.

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Provision is made for the NICEIC Contractor's trading title, address, the name and signature of the person certifying the periodic inspection and testing of the emergency lighting installation.

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A section is provided for recording details of all deviations from the current Code of Practice (BS 5266: Part 1) found during the inspection and testing of the emergency lighting installation. Page 3 provides additional space for use where more than six deviations exist.

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Provision is made for recording any related reference documents for the emergency lighting periodic inspection and testing of the installation, and the 'Electrical Installation Condition Report' serial numbers (where applicable).

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For safety reasons, the emergency lighting installation will need to be re-inspected and tested by a competent person at appropriate intervals. Provision is made towards the bottom of the page to record a recommendation that the emergency lighting installation should be inspected and tested at a specified interval, in accordance with clause 7.2 of BS EN 50172: 2004/BS 5266-8: 2004 and the 'Fire Risk Assessment' for the premises. The standard recommends that you engage the services of a competent contractor for this purpose. Additionally, inspections

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will be required to be undertaken by the **Responsible Person** or **Competent Person** (England and Wales), **Employer**

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or **Other Persons** (Scotland) or the **Employer** or **Nominated Employee** (Northern Ireland) for the premises on daily, monthly and annual basis, in accordance with BS 5266: Part 1: 2011 and recorded in the emergency lighting log book.

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**Page 2 of Certificate**

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Page 2 provides space for the contractor to record system information on the 'purpose', 'installation arrangements' and the 'Classification of operation' of the installed emergency lighting system.

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Provision is also made for the result of each of the prescribed inspections and tests to be separately recorded in the 'Results Schedule of Items Inspected and Tested'. All 'Declared outcome' boxes should have been completed by the insertion of a tick '✓', to indicate compliance, an 'X' to indicate a deviation or 'N/A' meaning 'Not Applicable', as appropriate.

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Should the person ordering the periodic inspection and testing of the emergency lighting installation (e.g. the client, as identified on Page 1 of this certificate), or the **Responsible Person** or **Competent Person** (England and Wales), **Employer** or **Other Persons** (Scotland) or the **Employer** or **Nominated Employee** (Northern Ireland) for the premises, have reason to doubt the accuracy of this certificate, in the first instance the specific concerns should be raised in writing with the contractor.

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**Page 3 of Certificate**

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Section M, on page 3 entitled 'Comments (if any)' has been provided to enable the contractor to give additional relevant information (that are not deviations from the Code of Practice) on the general condition of the emergency lighting installation.

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Section N is provided for recording details of additional deviations from the recommendations of BS 5266: Part 1 found during the inspection and testing of the emergency lighting installation, where there is insufficient space on page 1 of the certificate.

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Where a test instrument has been used, for example, to measure the illuminance provided by the emergency lighting installation, a record of the model and serial number should have been recorded in the spaces provided in Section L. Where no instrument has been used, the entries for 'Instrument 1 and 2, Model' should read 'None used'. The contractor should provide information in Section O of the certificate on page 3, on the alternative method used to verify the required illuminance levels.

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