

Emergency Lighting and Control Construction Checklist

Project:	
Date:	
Building:	
Location:	

Submittal / Approvals

Submittal. The above equipment and systems integral to them are complete and ready for functional testing. The checklist items are complete and have been checked off only by parties having direct knowledge of the event, as marked below, respective to each responsible contractor. This construction checklist is submitted for approval, subject to an attached list of outstanding items yet to be completed. A Statement of Correction will be submitted upon completion of any outstanding areas. None of the outstanding items preclude safe and reliable functional tests being performed. **List attached.**

Electrical Contractor	Date	Controls Contractor	Date
		General Contractor	Date

Construction checklist items are to be completed as part of startup & initial checkout, preparatory to performing test procedures.

- This checklist does not take the place of the manufacturer’s recommended checkout and startup procedures or report.
- Contractors assigned responsibility for sections of the checklist shall be responsible to see that checklist items by their subcontractors are completed and checked off.

Approvals. This filled-out checklist has been reviewed. Its completion is approved with the exceptions noted below.

Project Engineer	Date	Owner’s Representative	Date

DIVISION 1 – GENERAL REQUIREMENTS
Section 01 91 00.13g – Emergency Lighting and Control Construction Checklist

Associated Checklists			
Panels	<input type="checkbox"/>	Other	<input type="checkbox"/>
Comments:			

Requested documentation submitted	Rec'd	Comments
Manufacturer's cut sheets	<input type="checkbox"/>	
Installation and startup manual and plan	<input type="checkbox"/>	
O&M manuals	<input type="checkbox"/>	
Factory Test Results	<input type="checkbox"/>	
Sequences and control strategies	<input type="checkbox"/>	
Warranty Certificate	<input type="checkbox"/>	
Comments:		

Installation Checks – Emergency Battery Ballast		
Check if Acceptable; Provide comment if unacceptable	NA	Comment
Emergency Lighting		
Devices installed per manufacturer's instructions and specifications	<input type="checkbox"/>	<input type="checkbox"/>
Devices installed agrees with shop drawings and specifications	<input type="checkbox"/>	<input type="checkbox"/>
Verify mounting, location and clearances are per plans and specifications	<input type="checkbox"/>	<input type="checkbox"/>

Operational Checks – Emergency Battery Ballast		
Check if Acceptable; Provide comment if unacceptable	NA	Comment
Specified sequences of operation and operating schedules have been provided with all variations documented	<input type="checkbox"/>	<input type="checkbox"/>
Specified point-to-point checks have been completed and documentation record submitted for this system	<input type="checkbox"/>	<input type="checkbox"/>
Verify correct operation based on specified sequence of operation	<input type="checkbox"/>	<input type="checkbox"/>

DIVISION 1 – GENERAL REQUIREMENTS
Section 01 91 00.13g – Emergency Lighting and Control Construction Checklist

Installation Checks – Emergency Lighting Control Unit		
Check if Acceptable; Provide comment if unacceptable	NA	Comment
Emergency Lighting		
Devices installed per manufacturer’s instructions and specifications	<input type="checkbox"/>	<input type="checkbox"/>
Devices installed agrees with shop drawings and specifications	<input type="checkbox"/>	<input type="checkbox"/>
Verify mounting, location and clearances are per plans and specifications	<input type="checkbox"/>	<input type="checkbox"/>

Operational Checks – Emergency Lighting Control Unit		
Check if Acceptable; Provide comment if unacceptable	NA	Comment
Specified sequences of operation and operating schedules have been provided with all variations documented	<input type="checkbox"/>	<input type="checkbox"/>
Specified point-to-point checks have been completed and documentation record submitted for this system	<input type="checkbox"/>	<input type="checkbox"/>
Verify correct operation based on specified sequence of operation	<input type="checkbox"/>	<input type="checkbox"/>

Comments: