

EXIT SIGNS AND EMERGENCY LIGHTING TESTS

Monthly Inspection (30-Second Test) Procedure

Objective: Lighting must illuminate within 10 seconds of pressing the “test” button.

If you have multiple lights that will take a long time, you may choose to turn off the circuit breaker to completely cut power to the lights for 30-seconds instead. This would test all emergency lights at the same time, with the expectation that all emergency lights stay fully lit for 30-seconds.

Alternatively, follow the below steps:

Wall / Ceiling Mounted Emergency Lights: These lights are independent of lighting in the facility. They are installed on a wall or from the ceiling.

1. Press the “test” button and hold for 30 seconds.
2. Make sure all bulbs remains lit while the button is pressed.

Fixture Mounted Emergency Lights: These lights are built into the ceiling fixtures in your store and are typically identified by a red test button located inside the grid work of the light. (Note: Fixture emergency lights remain on even when the remaining lights in a room are off.)

1. Verify that all bulbs are working properly before testing. Replace any burned out bulbs before testing.
2. Locate the lights test switch. Lighting must illuminate within 10 seconds of activation.
3. Press the switch and hold for 30 seconds; emergency lights must illuminate for the entire 30 seconds. Ensure the primary bulbs go out and one set of bulbs stay lit.

Annual Inspection (90-Minute Test)

Objective: Lighting must sustain illumination for 90-minutes using only battery power. It is recommended this test is completed during inventory periods.

1. Locate the circuit breaker or fuse that supplies power to the emergency lights or exit signs. (These are usually dedicated breakers and may be locked. You may need to contact an electrician if they are not properly labeled.)
2. Turn off power (circuit breaker). The lights and exit signs should stay on.
3. Allow the battery to maintain illumination for a minimum of 90 minutes.

If this test cannot be completed in-house, submit a work order through the Store Maintenance Portal to request an outside vendor complete the test.