

Sheet1

Emergency Lights, Smoke Alarms and CO Alarm

Location	Type
Number 15 - Main office – above inner front door	Emergency light two bulbs has warning lights
Number 15 – Stock Room 5 – By server bench	Emergency light no idea if working or how to test
Number 15 – Stock Room 1 – By Tom Thumb room	Emergency light no idea if working or how to test
Number 15 – Tom Thumb room – By outside door	Emergency light no idea if working or how to test
Number 15 – Tom Thumb room – By central heating	Emergency light no idea if working or how to test
Number 15 – Archiving room – By goods in entrance	Emergency light Working and test box next to
Number 17 – Attic – At the top of the steps	Emergency light Working and test box next to
Number 17 – Landing – Outside accounts office	Emergency light Working and test box next to
Number 17 – Ground floor – In hall outside kitchen	Emergency light Working and test box next to
Number 17 – Ground floor – In hall by front door	Emergency light Working and test box next to SPE
Number 15 – Stock Room 5 – At bottom of stairs	Smoke alarm – old but working
Number 15 – Stock room 5 – Row 4	Smoke alarm – old but working
Number 15 – Stock Room 1 – By Tom Thumb room	Smoke alarm – old but working
Number 15 – Hall – above inner front door	Smoke alarm – New
Number 15 – Hall – Outside the kitchen	Smoke alarm – New
Number 15 – Landing – Outside bathrooms	Smoke alarm – New
Number 15 – Attic	Carbon Monoxide Alarm
Number 17 – Tom thumb room – By boiler	Carbon Monoxide Alarm

Action

Looks like it works but need to be checked as a warning light is on
Need to get checked and find out how to test
Need to get checked and find out how to test
Need to get checked and find out how to test
Need to get checked and find out how to test
Seems fine and can test, but get serviced

No action required. New and issue on
No action required. New and issue on
No action required. New and issue on
No action required. New and issue on

Needs a new battery and issues to test/ Battery change putting on
Needs a new battery and issues to test/ Battery change putting on
Needs a new battery and issues to test/ Battery change putting on

No action required. New and issue on
No action required. New and issue on
No action required. New and issue on

Need to put one up by boiler
Need to put one up by boiler