

Emergency lighting logbook

Record of all tests, defects and maintenance of your emergency and safety lighting in line with EN 50172 and national rules (in Germany DIN VDE V 0108-100-1).

System details

Site / building

Operator

Deputy

Commissioned on

Address

Responsible person

Phone / email

Installer

System

☐ Self-contained ☐ Group battery ☐ Central battery

Rated duration

☐ 1 h ☐ 3 h ☐ ____ h

Test system

☐ manual ☐ Self-test (EN 62034) ☐ central monitoring

Luminaire layout attached

☐ yes ☐ no

Special building – expert inspection

☐ yes, next on _____ ☐ no

Number of luminaires: exit signs _____ · safety luminaires _____

How to use this template



Number every luminaire

Each luminaire gets a number – identical on the housing and in the luminaire list.



Record every test

Monthly function test, annual duration test, visual and electrical inspections.



Follow defects through

Every defect needs a follow-up entry with the date it was fixed.



Keep it on site

Fire inspectors, experts and insurers ask for the logbook first.

Luminaire list

Number, location and type of every luminaire. Record the battery replacement date per luminaire – batteries are wear parts.

ES exit sign luminaire **SL** safety luminaire **AP** open area / anti-panic

No.	Location / room	Luminaire type	Kind	Duration	Battery since	Battery replaced	Notes
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							

V visual check **M** monthly function test **A** annual duration test **E** electrical inspection **X** expert inspection

[illegible]

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[illegible]

Testing intervals at a glance

Who	What	When
Instructed staff	Read the indicators of the central or group battery system	daily
Operator / instructed person	Visual check: luminaires and signs undamaged and not obstructed	ongoing
Electrician or instructed person	Function test of all luminaires in emergency mode	monthly
Electrician	Test over the full rated duration	annually
Electrician	Periodic inspection of the electrical installation	per risk assessment
Expert inspector	Inspection under national/regional law in special buildings	often every 3 years

Which tests are mandatory for your building depends on its use, building permit, fire safety concept and national rules. Explained in detail at notlux.eu → Knowledge → Emergency lighting testing intervals.

Is your logbook inspection-ready?

- ☐ System details and luminaire list are up to date.
- ☐ Every function and duration test of the last twelve months is recorded.
- ☐ Every defect has a follow-up entry with the date it was fixed.
- ☐ Testers are identifiable by name.
- ☐ Reports of electrical and expert inspections are attached.
- ☐ The logbook is available on site at any time.

Rather have no paperwork at all? **We'll take care of it.**

With the NOTLUX maintenance contract we inspect on site once a year, replace all batteries in year 5–6 and document every test in the digital logbook via app. It starts with a free on-site survey.

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