

BUREAU OF FIRE PREVENTION

BOROUGH OF BERLIN

PO BOX 226, BERLIN, NJ (856) 767-6839

Dear Business Owner:

The State of New Jersey recently adopted a new Fire Code. The new code calls for business owners to maintain logs pertaining to emergency light and exit light testing.

The code states that:

F-611.2 Testing: Required emergency lighting systems, including exit signs, shall be tested for proper operation for a minimum of 30 seconds every month. An annual test shall be conducted for at least 1 hour. Equipment shall function properly for the duration of these tests.

F-611.5 Records: A written record of tests and maintenance required in Sections F-611.1 through F-611.4 shall be kept on the premises. A copy shall be provided to the fire official upon request.

In an attempt to assist you with these new requirements of the code, the Bureau of Fire Prevention has designed the attached form for your use. Please take time to familiarize yourself with the form and post it where it is available immediately to an inspector.

It is our recommendation that you clearly identify each EXIT sign and each emergency light with a unique identifier. Record each identifier on the log sheet and when tested, record the type of test 30 or 60 seconds and the initials of the person testing the unit. Also, highlight any repairs in the comments section of the form.

Sincerely,

John Behnke, Fire Marshal