

SS 14.2 - Signs for SS 1-13

Address:			
Building Name:			
Provided by (name):			
	Make	Model	Location
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
Installation Standard:		<input type="checkbox"/> NZBC F8 <input type="checkbox"/> Specifically Designed Alternate Solution <input type="checkbox"/> Other (Historical) _____	
Inspections & Maintenance Standard:		<input type="checkbox"/> Compliance Schedule Handbook Clause 14.2 A1(i-vi), B.5, B.7 <input type="checkbox"/> Specifically Designed Alternate Solution <input type="checkbox"/> Other (Historical) _____	
Frequency:		<input type="checkbox"/> Monthly	<input type="checkbox"/> Owner <input type="checkbox"/> IQP
		<input type="checkbox"/> Annual	<input type="checkbox"/> IQP
Inspections & Maintenance:			
<i>Monthly Inspections</i>		Illuminated signs should be inspected to ensure: <ul style="list-style-type: none"> • Of correct type • In correct location • Legible • Illuminated 	
<i>Monthly Maintenance</i>		<ul style="list-style-type: none"> • Clean • Check securely fixed to wall • Check for damage 	

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<i>Annual Inspections</i>	Annually Signs not required to be illuminated should be tested to ensure they : <ul style="list-style-type: none">• Of correct type• In correct location• Legible Signs required to be illuminated should be tested to ensure they: <ul style="list-style-type: none">• Remain illuminated in the event of a power failure to comply with NZBC F6
Reporting:	The owner must keep records of all inspection, maintenance and repairs undertaken in the previous 24 months. The records must be kept on site and as a minimum, include: <ul style="list-style-type: none">• details of any inspection, test or preventative maintenance carried out, including dates, work undertaken, faults found, remedies applied, and the person who performed the work• details of any other faults found or maintenance and repair work undertaken to maintain the system in working order, including dates, work undertaken, faults found, remedies applied and the person who performed the work

The information above is used to help generate the compliance schedule. If you are unsure how to complete this form please consult an IQP who is registered for the system above.