## RB Health and Safety Solutions

## Generic Evacuation Chair Quarterly Inspection Check List



Is the instruction manual present?	Y/N	Y/N	Y/N	Y/N
Is the evacuation chair fixed securely to the wall?	Y/N	Y/N	Y/N	Y/N
If your evacuation chair has a dust cover Is it in place and free from cuts, tears or other damage?	Y/N	Y/N	Y/N	Y/N
Does the evacuation chair unfold smoothly and easily?	Y/N	Y/N	Y/N	Y/N
Is the seat material clean and free from cuts, tears or other damage?	Y/N	Y/N	Y/N	Y/N
Is the seat material secure at the fixing points?	Y/N	Y/N	Y/N	Y/N
Are the locking clips in good condition? Do they open and close freely?	Y/N	Y/N	Y/N	Y/N
Is the seatbelt free from damage and does it operate correctly?  Check any connectors, fastenings and the release button	Y/N	Y/N	Y/N	Y/N
Do the rear wheels run freely?	Y/N	Y/N	Y/N	Y/N
If your evacuation chair has rear wheel breaks Do they unlock and lock easily and freely?	Y/N	Y/N	Y/N	Y/N
Are all nuts and bolts secure and in place?	Y/N	Y/N	Y/N	Y/N
Do all exposed nuts and bolts have a protective cap or cover?	Y/N	Y/N	Y/N	Y/N
Tracked Evacuation Chairs Do the track belts move smoothly around the runners?	Y/N	Y/N	Y/N	Y/N
Tracked Evacuation Chairs Do the track belts rotate around the wheels?	Y/N	Y/N	Y/N	Y/N
Tracked Evacuation Chairs Are the top handle locking clips secure and do they open freely?	Y/N	Y/N	Y/N	Y/N
Tracked Evacuation Chairs  Do the top handle locking clips lock the handle into each position?	Y/N	Y/N	Y/N	Y/N
Tracked Evacuation Chairs  Does the track move smoothly around the runners and do they rotate around the wheels?	Y/N	Y/N	Y/N	Y/N
Date of inspection				
Inspectors Initials				

