SAFETY

Exit route inspection checklist

A walk of each exit route against OSHA 1910.37: an unobstructed path, doors that open from the inside, lighting, "Exit" and "Not an Exit" signs, and alarms and fire protection in working order.

How often: **Monthly, and after construction, repairs or layout changes** Who: **Safety coordinator or facility manager** **About 10 min** **25 items**

Site or area _____ Asset or line _____

Date and time _____ Completed by _____

Before you use it

- OSHA 29 CFR 1910.37 sets no inspection interval; the conditions below must hold at all times. Under 1910.37(a)(3), exit routes must be free and unobstructed, with no materials or equipment placed within the route either permanently or temporarily; the exit access may not go through a room that can be locked, such as a bathroom, nor lead into a dead-end corridor; and stairs or a ramp must be provided where the route is not substantially level.
- Safeguards that protect employees in an emergency, such as sprinkler systems, alarm systems, fire doors and exit lighting, must be in proper working order at all times (1910.37(a)(4)). Exit routes must be kept free of explosive or highly flammable furnishings or decorations, and arranged so that employees do not travel toward a high hazard area unless the path is effectively shielded by partitions or other barriers (1910.37(a)(1)–(2)).
- Lighting and marking under 1910.37(b): each route adequately lighted so that an employee with normal vision can see along it; each exit clearly visible and marked by a sign reading “Exit”; exit route doors free of decorations or signs that obscure them; signs along the exit access where the direction of travel is not immediately apparent, with the line of sight to an exit sign clearly visible at all times; any doorway that could be mistaken for an exit marked “Not an Exit” or by its actual use; and exit signs illuminated to at least five foot-candles (54 lux) by a reliable light source, distinctive in color, with the word “Exit” in plainly legible letters at least six inches (15.2 cm) high and principal strokes at least three-fourths of an inch (1.9 cm) wide.
- Doors: under 1910.36(d), employees must be able to open an exit route door from the inside at all times without keys, tools or special knowledge, and the door must be free of any device or alarm that could restrict emergency use if it fails. During repairs or alterations, employees may not occupy the workplace unless the required exit routes are available and existing fire protection is maintained, or equivalent alternate protection is furnished (1910.37(d)(2)). The employee alarm system must be operable, with a distinctive signal (1910.37(e)).
- Run the checklist once per exit route and name the route. Alarm and sprinkler testing follow their own schedules; this walk confirms the safeguards are in place and show no fault.

Exit route

NO.	ITEM	RESULT	NOTES
1	**Scan the tag at the start of the route**	☐ Visited	
2	**Route identifier and the area it serves**	_____	

Path of travel (1910.37(a))

NO.	ITEM	RESULT	NOTES
3	**Route free and unobstructed; no materials or equipment placed in it, even temporarily**	☐ Pass ☐ Fail ☐ N/A	
4	**Route does not pass through a room that can be locked or lead into a dead-end corridor**	☐ Pass ☐ Fail ☐ N/A	

NO.	ITEM	RESULT	NOTES
5	**Stairs or a ramp provided where the route is not substantially level**	☐ Pass ☐ Fail ☐ N/A	
6	**No explosive or highly flammable furnishings or decorations along the route**	☐ Pass ☐ Fail ☐ N/A	
7	**Route does not lead toward a high hazard area, or the path is shielded by partitions or barriers**	☐ Pass ☐ Fail ☐ N/A	

Doors (1910.36(d), 1910.37(b)(3))

NO.	ITEM	RESULT	NOTES
8	**Exit route doors open from the inside without keys, tools or special knowledge**	☐ Pass ☐ Fail ☐ N/A	
9	**No device or alarm on the door that could restrict emergency use if it fails**	☐ Pass ☐ Fail ☐ N/A	
10	**Door free of decorations or signs that obscure it**	☐ Pass ☐ Fail ☐ N/A	
11	**Exit discharge door opens fully and the area outside it is clear**	☐ Pass ☐ Fail ☐ N/A	

Lighting and signs (1910.37(b))

NO.	ITEM	RESULT	NOTES
12	**Route adequately lighted along its whole length**	☐ Pass ☐ Fail ☐ N/A	
13	**Each exit clearly visible and marked by a sign reading “Exit”**	☐ Pass ☐ Fail ☐ N/A	
14	**Exit sign illumination** At least five foot-candles (54 lux) from a reliable light source, distinctive in color (1910.37(b)(6)). Self-luminous signs need a surface luminance of at least .06 footlamberts (0.21 cd/m²).	_____ foot-candles Limit _____	
15	**Direction signs posted where the way to the exit is not immediately apparent; line of sight to an exit sign clear**	☐ Pass ☐ Fail ☐ N/A	
16	**Doorways that could be mistaken for an exit marked “Not an Exit” or by their actual use**	☐ Pass ☐ Fail ☐ N/A	
17	**“Exit” lettering at least six inches high with strokes at least three-fourths of an inch wide**	☐ Pass ☐ Fail ☐ N/A	

Safeguards (1910.37(a)(4), (e))

NO.	ITEM	RESULT	NOTES
18	**Exit lighting and emergency lights work when tested**	☐ Pass ☐ Fail ☐ N/A	
19	**Fire doors close and latch; none propped or wedged open**	☐ Pass ☐ Fail ☐ N/A	

NO.	ITEM	RESULT	NOTES
20	**Sprinkler heads and alarm pull stations unobstructed**	☐ Pass ☐ Fail ☐ N/A	
21	**Fire alarm panel shows no trouble or fault; employee alarm in service**	☐ Pass ☐ Fail ☐ N/A	

Result

NO.	ITEM	RESULT	NOTES
22	**Result**	☐ No defects ☐ Defects found, work order raised	
23	**Photo of any obstruction or defect**	☐ Photo taken	
24	**Defects and corrective action**	_____ _____	
25	**Inspector**	Name _____ Signature _____ Date _____	

Follow-up

For each failed check or reading out of limit: what was found, what was done, and the work order raised for it.

NO.	WHAT WAS FOUND	ACTION OR WORK ORDER	OWNER	DUE

References

- OSHA 29 CFR 1910.37, maintenance, safeguards and operational features for exit routes
  https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.37
- OSHA 29 CFR 1910.36, design and construction requirements for exit routes
  https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.36

Free to use and adapt. To run it on mobile, with checkpoint scans, readings checked against their limits as they are entered, and photos and signatures attached to the check, see vardian.io/templates/exit-route-inspection-checklist.