防火避難設施自行檢查紀錄表(每日)

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| 實施人員 |  | 負責區域 |  |
| 檢查重點 | 1、實驗室樓層逃生門(安全門)之門弓器、門把開關或自動關閉器動作正常 | 2、實驗室樓層之逃生門(安全門)、樓梯、走廊、通道無堆積妨礙避難逃生之物品 | 3、實驗室樓層逃生門(安全門)無障礙物，其開、關閉動作正常 | 4、實驗室樓層逃生門(安全門)保持不上鎖 | 5、實驗室樓層避難（逃生）通道有確保必要之寬度(建議1.2 m以上) | 6、實驗室樓層走廊與樓梯間之緊急照明、避難方向指示、標示燈是否正常 | 7、實驗室樓層之緩降機設備是否完備，基座是否穩固 | 備註 |
| 月 | 檢查狀況（處置情形） |
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| 狀況回報 |  |
| 系主任簽章 |  |
| 備 考：如有異常現象，應立即報告環安組。 符號說明：“Ｏ”->符合規定、”△”->未符合改善中、”Ｘ”->無法使用、損壞或未依規定且無法改善。本資料將留存3年備查。 |