

WORK EQUIPMENT INSPECTION REPORT (Reg. 6 PUWER)

To be completed by a Competent Person following the installation of new or second hand work equipment to identify whether the equipment can be operated, adjusted and maintained safely or that deterioration can be detected and remedied before it results in unacceptable risks. Inspections are also required following major repairs, modifications and refurbishment, in the case of known or suspected serious damage, or following substantial change in the nature of its use. The extent of the inspection will depend on the type of equipment, where and how it is used, and will vary from simple visual checks to detailed comprehensive inspection with dismantling depending on its complexity and degree of risk. Frequency of inspection will depend on risk of deterioration.*

Department

Item of work equipment

Serial No. or other identification mark

Location installed

Date(s) installed

Mechanical Installation by

Electrical installation by

- | | | |
|--|---|---|
| 1. Can the equipment be operated safely in its new location? | Y | N |
| 2. Can the equipment be adjusted safely in its new location? | Y | N |
| 3. Can the equipment be maintained safely in its new location? | Y | N |
| 4. Is the location likely to cause deterioration of the safety aspects of this equipment, e.g. overload warning devices, limit switches, emergency stop controls etc due to adverse environmental conditions or usage? | Y | N |
| 5. Whether following installation, relocation, repair or refurbishment, have all interlocks, protection devices, controls, and all other safety-related features been tested to ensure they work correctly? | Y | N |
| 6. Will subsequent inspections be required for this equipment in this location? | Y | N |

Please list faults noted during the inspection (continue on rear if necessary) :-

Please state action taken to rectify the fault, or to whom the faults were reported (continue on rear if necessary) :-

Signature of person inspecting the equipment

Position in the University

Date of inspectionDate of next inspection.....

Date of rectification work.....

**equipment where there is a need to approach the danger zone during normal operation, e.g. horizontal injection moulding machines, paper-cutting guillotines, die-casting machines, shell-moulding machines, complex automated equipment, integrated production lines etc.*

No inspection required for non-powered machinery, and simple workshop equipment e.g. reciprocating fixed blade, metal cutting saws etc. Reg 6 PUWER does not apply to power presses or lifting equipment