 *Report Activity<report\_id>*

Date:<date>

|  |  |
| --- | --- |
| **Report Form** | Inspected by:<inspectorName> |
| Site: | <site> |
| Work area: | <workArea> |
| Supervisor: | <supervisorName> |
| Job Description: | <jobDescription> |
| Type: | <type> |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Positive Interventions** | **Negative Interventions** | **Good Practice** | **Comments** |
| **A. Working Standards** |  |  |  |  |
| 1.Work at height | <upP1> | <upN1> | <cb1> | <comments1> |
| 2. Lifting Operations- Crane, Forklift Truck, Hoist etc. | <upP2> | <upN2> | <cb2> | <comments2> |
| 3. Certification - Daily Check sheet for MEWP and FLT | <upP3> | <upN3> | <cb3> | <comments3> |
| 4. Confined Space Work | <upP4> | <upN14> | <cb4> | <comments4> |
| 5. Electrical Work | <upP5> | <upN5> | <cb5> | <comments5> |
| **B. Quality** |  |  |  |  |
| 6.Site Set up & Appearance, Signage | <upP6> | <upN6> | <cb6> | <comments6> |
| 7. Paperwork (permits, Risk Assessments, Method Statement,) | <upP7> | <upN7> | <cb7> | <comments7> |
| 8. Certification - Training, Insurance Inspection, Induction | <upP8> | <upN8> | <cb8> | <comments8> |
| **C. Site Rules** |  |  |  |  |
| 9. Hot Work | <upP9> | <upN9> | <cb9> | <comments9> |
| 10. Isolation and Lock Offs | <upP10> | <upN10> | <cb10> | <comments10> |
| 11. Fire Exits and Escape Routes | <upP11> | <upN11> | <cb11> | <comments11> |
| 12. Awareness - Fire Exit, Assembly Point | <upP12> | <upN12> | <cb12> | <comments12> |
| **D. Environmental** |  |  |  |  |
| 13.Waste  Management | <upP13> | <upN13> | <cb13> | <comments13> |
| 14. Product Contamination | <upP14> | <upN14> | <cb14> | <comments14> |
| 15. COSHH & Asbestos | <upP15> | <upN15> | <cb15> | <comments15> |
| **E. Protection of Individuals** |  |  |  |  |
| 16. PPE | <upP16> | <upN16> | <cb16> | <comments16> |
| 17. Manuel Handling | <upP17> | <upN17> | <cb17> | <comments17> |
| 18. Other Contractors | <upP18> | <upN18> | <cb18> | <comments18> |
| **F. Tools, Cables & Other Equipment** |  |  |  |  |
| 19. Power Tools, Cables & other Equipment | <upP19> | <upN19> | <cb19> | <comments19> |
| 20. Voltage Detector Checked | <upP20> | <upN20> | <cb20> | <comments20> |
| 21. Tools used Fit for Purpose | <upP21> | <upN21> | <cb21> | <comments21> |
| **G. Miscellaneous** |  |  |  |  |
| 22. Company Vehicle | <upP22> | <upN22> | <cb22> | <comments22> |
| 23. Fire Precautions | <upP23> | <upN23> | <cb23> | <comments23> |
| 24. Workshop Conditions | <upP24> | <upN24> | <cb24> | <comments24> |

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| **Total Interventions:<total>** |  | |
| Overall Comments: | | <overallComments> |