



DAILY PORTABLE ELECTRICAL EQUIPMENT INSPECTION

SITE: _____

TYPE OF EQUIPMENT AND NUMBER: _____

		MON	TUE	WED	THU	FRI	SAT	SUN
DATE (MONTH/ DAY)								
1	Electrical equipment supervisor and inspector appointed.							
2	Trained and competent operators use portable electrical tools.							
3	No visible damage or cracks to the casing.							
4	Handles in good condition.							
5	Switches in good working order.							
6	Plugs in good condition and correctly wired.							
7	Cable must be secured properly inside plug.							
8	Cables not be damaged and joints correctly repaired.							
9	Earth wire present or double insulated.							
10	There must be earth continuity – test earth leakage unit.							
11	Guards in working order and not damaged.							
12	Accessories has blades sharp and not warped.							
13	Electrical tools must not have a Dead Man's switch.							
14	Grinder disks correct type for purpose							
15	Bench grinders have eye screen and eye protection sign.							
16	Bench Grinders have a min 3mm gap between disk & plate.							
17	Connections on welding equipment in good condition.							
18	Skill saw movable guard blades must be present & working.							
19	Portable lights insulated and globes sufficiently protected.							
20	The correct type of PPE issued and used with all tools.							

INSPECTED BY:

CONSTRUCTION SUPERVISOR:

SIGNATURE:

SIGNATURE: