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| Inspection Checklist for Hand and Power Tools |

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| Date & time of Inspection: Location of Inspection: |
| Inspected by (Name of Safety Personal): Name of Execution Person: |

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| **Sr.**  **No.** | **Check points** | **Yes/**  **No** | **Corrective Action Required** | **Action By** | **Due Date** | **Status** |
| 1 | Are hand and portable powered tools and equipment maintained in such a manner that they are safe to use? |  |  |  |  |  |
| 2 | Is equipment information plate legible |  |  |  |  |  |
| 3 | Are machine guards in place and intact? (Machine guards should not be modified, tampered or removed) |  |  |  |  |  |
| 4 | Electrical hand tools cord or cable is free from damage and sockets, plugs are fitted correctly and in good condition? |  |  |  |  |  |
| 5 | Are any Mushroom head chisels still used or found at site? |  |  |  |  |  |
| 6 | In case home made tools found at site and are they removed? |  |  |  |  |  |
| 7 | Electrical tools are protected by ELCB? Where ever applicable? |  |  |  |  |  |
| 8 | Is the tool isolated from the electrical supply when not in use?(Disconnected) |  |  |  |  |  |
| 9 | Do emergency stop buttons work properly? |  |  |  |  |  |
| 10 | Are correct PPE being worn (Goggles, face shield Ear-plugs / muffs)? |  |  |  |  |  |
| 11 | Are Electrical hand tools fed by 110 V? |  |  |  |  |  |
| 12 | Are Electrical hand tools double insulated? |  |  |  |  |  |
| 13 | Are portable electrical powered hand tools properly grounded? |  |  |  |  |  |
| 14 | Is the maximum permissible spindle speed clearly marked on the grinding machine in rpm? Does it match wheel? |  |  |  |  |  |
| 15 | Are the abrasive wheels being used suitable for the type of work with suitable speed rating? |  |  |  |  |  |
| 16 | Are pneumatic hydraulic hoses and couplings properly fitted and whip checks provided? |  |  |  |  |  |

Checked By ……………………………………………………………………..Date…………………..……………

Signature

HSE Officer Electrical Superintendent /Foreman