



Total Questions	Yes	No	N/A	%
42	19	12	11	74

SNo	Allied Facilities (Shop, Tyre Shop, Car Wash	Yes	No	N/A	Comments	File
1	Food counter top, shelves & cabnets are clean and not damaged?			✓		---
2	Is shop Equipment working properly?			✓		---
3	Is store room properly maintained?	✓				---
4	Is Car wash & waiting room well maintained and clean?		✓		civil work under process.	---
5	Is Oil Bay /Service area in good condition and kept clean?			✓		---
6	Is the tyre shop area clean and well maintained?		✓			---
7	for testing	✓				---
8	for testing 2			✓		---


SNo	Customer Services	Yes	No	N/A	Comments	File
1	Is the meter shown again to customer once filling is done?	✓				
2	Is Staff courteous and welcomes the customers?	✓				---
3	Is the meter shown to customer while filling up his vehicle?	✓				---
4	Is front and rear wind screen offered to be wiped?		✓			---
5	Is the staff thanking the customer with a smile?	✓				---

SNo	Equipment Condition (including CNG)	Yes	No	N/A	Comments	File
1	Is the condition of main electric panel and switch board satisfactory? And no loose wiring	✓				---
2	Are the dispensing units in proper working condition?	✓				---
3	Voltage Stabilizers available and are in working order?	✓				---
4	If available, the Generator is in working order and kept clean?	✓				---
5	Is the Air compressor working Properly and has the Belt Guard in place?			✓		---

SNo	Housekeeping	Yes	No	N/A	Comments	File
1	Any spillage or leakage found? If yes, then identify the area.		✓			
2	Is the staff wearing clean & complete uniform?		✓			---


2	Is the staff wearing clean & complete uniform?		✓			---
3	Equipment, Oil Separator, Building, Fixtures, Fittings, Windows and Rest Rooms kept clean?		✓			---
4	Is the Car Wash Area, Tyre Shop Area, Oil Change Bay, and forecourt kept clean?	✓				---
5	Are the green belts properly maintained?		✓			---
6	Are lubricant racks clean and full range of lubricants properly displayed?		✓			---
7	Is there any unauthorized banners, stickers, Promotion material & Decoration on site?		✓			---

SNo	HSE Standards	Yes	No	N/A	Comments	File
1	Are company approved safety signs/instructions in place?		✓			
2	Is the Gas Detector well placed & operative?			✓		
3	PPES for decantation of TLs and others			✓		
4	Are fire extinguishers available at site? How many and are they in working order?	✓				---
5	Are Sand Buckets available & properly filled with dry sand?	✓				---
6	First Aid Box is available & filled with required Medicines?	✓				---
7	Is bonding cable available for decantation? Can you confirm it is used during deliveries?	✓				---
8	Is Emergency Cut off Switch working? Is it clearly marked?	✓				---
9	Any naked or open wiring found?		✓			---
10	Is any Abnormality found in CNG (e.g. Smell, noise, Leakage)			✓		---
11	No visible spills		✓			---
12	Is spill kit available?	✓				---
13	Oil water separators are cleaned (if available)			✓		---


SNo	Record Keeping / System Maintained	Yes	No	N/A	Comments	File
1	Is CNG Equipment Maintenance Record upto date and kept?			✓		
2	Log book & the daily sales and stock register is properly maintained and up to date?	✓				---
3	Daily shop sales are being monitored and records kept?			✓		---
4	Updated Fuel & Lubricants prices displayed as communicated?	✓				---

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