

Six Monthly Formal Visual Inspection Checklist for Portable Electrical Items

Carried out by _____

Location of equipment: _____

Equipment inspected: _____

Date and Signature: _____

Six monthly inspections must be carried out on all Portable electrical equipment

P= item has no obvious visible defects and has passed the inspection

F= item has not passed the visual inspection and must not be used until repaired or replaced.

					Faults	Action
Serial number and description of item						
Plug - pins straight, no damage to casing.						
Cable - no splits, cable secure at plug and appliance, no bare wires showing.						
Casing -No damage to front casing other than cosmetic						
No damage to rear casing giving access to electrical circuits						
No signs of overheating scorching of appliance, cable or plug						

Initial of person inspecting						
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