Date of Inspection: Area Inspected:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| No | Item Type; H&S, Fire, Maint, Cleaning, Training | Location | Description of deficiency | Who to action | Priority | Date to action by | Status or Date completed | Action taken |
| 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |

Date of Inspection: Area Inspected:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| No | Item Type; H&S, Fire, Maint, Cleaning, Training | Location | Description of deficiency | Who to action | Priority | Date to action by | Status or Date completed | Action taken |
| 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |

**Previous outstanding actions;**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| No | Item type; H&S,Fire,Maint,  Cleaning,Training | Location | Description of deficiency | Who to action | Priority | Date to action by | Action taken | Status or date completed | **Original Inspection date** |
| 1 |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |