|  |  |  |  |
| --- | --- | --- | --- |
| **PUWER Checklist** | | | |
| **Assessor (name)** | |  | |
| **Equipment to be assessed** | |  | |
| **Date Checklist completed** | |  | |
| **Review date\*** | | *\*Agree with Safety Team* | |
|  | | | |
| **Question** | **Findings** | | **Additional Actions** |
| **Equipment Suitability** | | | |
| Is the equipment suitable for its intended purpose? |  | |  |
| Does it meet the specific requirements of the task and working environment? |  | |  |
| **Condition and Maintenance** | | | |
| Is the equipment in a safe condition, free from damage or defects? |  | |  |
| Are maintenance records up-to-date and accessible? |  | |  |
| Are any scheduled maintenance tasks overdue? |  | |  |
| **Safety Features** | | | |
| Are safety guards and protective devices in place and functioning correctly? |  | |  |
| Are emergency stop controls accessible and operational? |  | |  |
| Is all equipment clearly labelled with warning signs where necessary? |  | |  |
| **Inspection and Testing** | | | |
| Is the equipment inspected regularly by qualified personnel? |  | |  |
| Are inspection reports documented and any identified issues addressed? |  | |  |
| **Operator Training and Competency** | | | |
| Are operators properly trained to use the equipment? |  | |  |
| Are training records available and up-to-date? |  | |  |
| Are there clear instructions or training materials for using the equipment safely? |  | |  |
| **Risk Assessments** | | | |
| Has a risk assessment been conducted for the equipment? |  | |  |
| Are the risks associated with its use adequately controlled? |  | |  |
| **Workplace Environment** | | | |
| Is the surrounding environment safe for equipment operation? |  | |  |
| Are proper controls in place for noise, vibration, or other hazards? |  | |  |
| **Record-Keeping and Documentation** | | | |
| Are all PUWER compliance records and certificates in place? |  | |  |
| Are user manuals and safety guides available for all equipment? |  | |  |
| **Emergency Preparedness** | | | |
| Are procedures in place for dealing with equipment failures or emergencies? |  | |  |
| Are all relevant staff aware of these procedures? |  | |  |
| **Compliance with Regulations** | | | |
| Does the equipment comply with other applicable regulations, such as LOLER, COSHH, or DSEAR, where relevant? |  | |  |