

Portable Appliance Inspection Record

Keep one register of the portable electrical equipment you are responsible for, with a dated line each time an item is checked and by whom.

A register of portable electrical equipment, with a column for the date each item was checked and the result that was recorded. Deliberately blank: no intervals, no test values, no criteria.

INSPECTION REGIMES DIFFER — CHECK YOURS

What has to be inspected or tested, how often, by whom, and what has to be written down all differ by country, and differ again between equipment used at home and equipment used at work. Check what applies to you. Filling this sheet in records what you did; it does not demonstrate compliance with anything.

Premises

Register kept by

Year

EQUIPMENT REGISTER

one line per item — number them and mark the numbers on

No.	Item	Make & model	Asset / ID	Location	In use from

INSPECTION RECORD