# Village: Mechanical audit Site: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Date conducted:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| 1 Workshops and facilities |
| |  |  |  |  | | --- | --- | --- | --- | | **Point** | **Standard** | **Standard met** | **Comments** | | 1.1 | Appropriate storage is available for all tools and inventory (e.g. drills, bolts, boxes, mowers, store items, chemicals etc.) |  |  | | 1.2 | Store yard is maintained in a safe condition and free from hazards |  |  | | 1.3 | Fuel storage facilities are maintained in a safe condition (e.g. licences, bund, signage, pipes, drains) |  |  | | 1.4 | Gas storage facilities are maintained in a safe condition (e.g. barricades, signage, isolation function) |  |  | | 1.5 | Battery charging stations and storage are maintained in a safe condition |  |  | |
| 2 General aspects |
| |  |  |  |  | | --- | --- | --- | --- | | **Point** | **Standard** | **Standard met** | **Comments** | | 2.1 | Registered classified plant: • a record book is available and kept up to date • records (e.g. certificates, maintenance records) are kept and available • there is an appointed classified plant inspector |  |  | | 2.2 | Classified plant (e.g. pressure vessels, boilers and cranes) complies with the relevant Australian Standard |  |  | | 2.3 | Load ratings are clearly displayed on relevant plant (e.g. golf carts, bin lifters, vehicle-mounted cranes) |  |  | | 2.4 | All moving equipment which creates a risk of injury from inadvertent contact is guarded |  |  | | 2.5 | All equipment with hot or cold parts (which creates a risk of injury from inadvertent contact) is guarded or insulated (e.g. generator exhausts, refrigerant lines) |  |  | | 2.6 | Use of all equipment (including workshop tools such as drill press or pedestal grinder) is risk assessed and controlled This could include measures such as guarding, additional signage, PPE, emergency stops, lighting and position. |  |  | | 2.7 | Fall arrest equipment is maintained and available for work at heights |  |  | | 2.8 | Adequate maintenance schedules are in place for all plant and equipment (mechanical garden tools, mobile equipment, fixed plant) |  |  | | 2.9 | All vehicles have seat belts fitted |  |  | | 2.10 | Pressure equipment is maintained to the relevant Australian Standard |  |  | |