

Check List 2011/12



Premises

Responsible Person.....

Fire
At least one fire risk assessment in the last 12 months Y/N
Record of false alarm/incidents up to date Y/N
Fire Logs Book up to date - checks made
Fire Alarm most recent date -
Extinguishers most recent date -
Lighting most recent date -
other (specify)
other (specify)

Health and Safety *
Is there a Health and Safety Risk Assessment? Y/N
Is there a stocked First Aid Box? Y/N
Is an accident record maintained? Y/N
Are there a copies of the insurances available? Y/N

Electricity *
Date of last check on equipment and supply
Date of last check on portable equipment (PAT)
Are 2 years safety records available Y/N

Gas *
Date of last check on equipment and supply
Are the 2 years safety records available Y/N

* All are desirable but some or all may not be compulsory to your business.

Inspected by	Date
Comments	<input type="text"/>

Inspected by	Date
Comments	<input type="text"/>