SITE survey. APP

SITE SURVEY REPORT

Generator Maintenance

Prepared for	Hillside Logistics Ltd
Date	29 Sep 2026
Site	Hillside Distribution Centre, Northampton
Prepared by	S. Doyle

FORM

Generator Maintenance

1. Job and generator

Project	Hillside Distribution Centre, Northampton: standby generator service (completed example)
Job or contract reference	GEN-26-0331
Customer	Hillside Logistics Ltd
Site	Hillside Distribution Centre
Address	Hillside Distribution Centre, 4 Kestrel Way, Northampton
Where the set is	Compound behind the goods-in office · 52.208740, -0.941150 (SP 72450 57252, ±5 m)
Date of visit	29 Sep 2026
Type of visit	Planned service
Engineer name	S. Doyle
Generator make and model	ExampleCo Power SP200, acoustic canopy
Serial number	SP200-1907-118
Rating (kVA)	200
Fuel	Diesel
Duty	Standby
Hours run, from the meter	1284
Date of the last service	26 Mar 2026
Days since the last service	187

2. Before you start

Is the set switched out of auto so it cannot start while you work on it?	Yes
Standby supply unavailable from and to, and who was told	08:00 to 11:50. T. Rowe told before the set was switched out of auto and again when it was back in auto.
Oil, coolant or fuel leaks	Minor weep

Canopy, enclosure and mountings	OK
Exhaust and lagging	OK
Air inlets and outlets clear	OK

Photos on arrival






3. Engine

Engine oil level	OK
Oil and oil filter changed?	Yes
Coolant level	Topped up
Antifreeze protection, if tested	-34 °C
Belts and hoses	Worn: replace soon
Air filter	Replaced

Fuel filter	Replaced
Engine heater	Working

4. Fuel

Tank capacity (litres)	1200
Fuel level (%)	85
Fuel in the tank (litres)	1020
Secondary containment	Bunded or double-skinned tank

> GOV.UK says the oil storage rules for businesses in England and Wales apply to a generator with a connected oil supply tank of 201 litres or more, including stand-by generators. A bund must hold 110% of the capacity of the container. Scotland and Northern Ireland have their own rules.

Bund or outer skin	Rainwater in the bund
Fuel condition	Clear
Age of the fuel, if known	About 18 months, last delivery March 2025
Fuel sample taken?	No

5. Battery and controls

Battery voltage (V)	25.4
Battery age (years)	3
Battery charger	Working
Terminals and leads	Cleaned
Control panel	Alarm cleared on this visit
Which alarm?	Low coolant level. Cleared after topping up.
Emergency stop	Tested: works
Changeover switch or panel	Tested: works

6. Run test

Type of test	On the building load
Run time (minutes)	60
Load (kW)	96

Load against the rating (%, at 0.8 power factor)	60
Voltage (V)	415
Frequency (Hz)	50.1
Oil pressure	4.1 bar
Coolant temperature (°C)	82
Any abnormal noise, vibration or smoke?	No
Automatic start on mains failure	Tested: started and took the load
Has the set been left in auto, ready to start?	Yes

7. Outcome and parts

Items needing attention	2
Outcome of the visit	Serviceable with defects outstanding
What needs doing next, and who will do it?	Oil weep at the rocker cover gasket and a worn alternator belt, both to be replaced at a short follow-up visit, parts on order. Rainwater in the tank bund to be pumped out and disposed of by a licensed carrier. S. Doyle.
Recommendations	Have the fuel sampled for water and contamination before winter, as it is about 18 months old. Fit a bund rain cover so the bund stays dry.
Did you use any parts or materials?	Yes

Parts and materials used 1: Engine oil 15W-40, 20 litre

Item	Engine oil 15W-40, 20 litre
Part number	OIL-1540-20
Quantity	2

Parts and materials used 2: Oil filter

Item	Oil filter
Part number	SP-OF-200
Quantity	1

Parts and materials used 3: Fuel filter

Item	Fuel filter
Part number	SP-FF-200

Quantity	1

Parts and materials used 4: Air filter element

Item	Air filter element
Part number	SP-AF-200
Quantity	1

Parts and materials used 5: Coolant, premixed, 5 litre

Item	Coolant, premixed, 5 litre
Part number	COOL-5L
Quantity	1
Next service due	29 Mar 2027

8. Sign-off

Is the customer or their representative available to sign?	Yes
Customer name	T. Rowe
Position	Site maintenance lead
Customer comment	Set seen back in auto. Please call before the follow-up visit so we can plan the isolation.
Customer signature	
Engineer name	S. Doyle
Engineer signature	