SITE survey. APP

SITE SURVEY REPORT

Power Tool Inspection Checklist

Prepared for	Irwell Quay Developments Ltd
Date	14 Oct 2026
Site	Hollins Yard, Salford
Prepared by	D. Okafor

FORM

Power Tool Inspection Checklist

1. Site and inspection

Project	Hollins Yard, Salford: power tool inspection (completed example)
Site address	Hollins Yard, 40 Brindle Street, Salford M5 4QX
Client or main contractor	Irwell Quay Developments Ltd
Location (GPS)	53.4812, -2.2710
Inspection date	14 Oct 2026
Inspected by	D. Okafor
Employer or contractor	Castlefield Build Ltd
Rules you work to	Great Britain: PUWER 1998
Why the tools are checked now	Regular site inspection
Tag or label used for tools taken out of use	Red DO NOT USE tag with the date and the inspector's initials

> GB rules. Work equipment is suitable for the work, maintained in good repair, and where it is exposed to conditions that cause dangerous deterioration, inspected at suitable intervals with the result recorded and kept until the next one (PUWER 1998 regs 4, 5 and 6). Equipment from a hire company comes with evidence of its last inspection (reg 6(4)). HSE says the inspection frequency comes from your risk assessment and the maker's recommendations.

2. Tools by location

Locations 1: Site tool store

Location	Site tool store
Supervisor or storekeeper	R. Hughes, storekeeper

Tools checked here 1: T-101

Tool ID	T-101
Tool type	Angle grinder
Power	Corded electric
Make and model	115 mm grinder, 110 V
Supplied by	Company

Last electrical (PAT) test date, if your scheme tests it	8 Jul 2026
Test label	In date, green label
Body, housing and handles sound, side handle fitted where designed for one	Acceptable
Switch or trigger works and switches off as designed	Acceptable
Guard fitted, secure and adjusted	Action needed
What needs doing, or why not checked	Guard taken off and missing. Found on the cutting bench by the stair core.
Disc or wheel: the maximum speed marked on it is not exceeded by the speed marked on the tool	Acceptable
Disc or wheel free of cracks, chips or damage, fits freely, not forced on	Acceptable
Cord, plug and cord grip undamaged, no joints or tape repairs	Acceptable
Double-insulated, or earthed (grounded) plug and cord	Acceptable
Result	Withdrawn from use
Tagged out of use?	Yes
Where it went	Quarantined in the tool store
What was found	Guard removed to get the disc into a tight corner. Tool withdrawn until a new guard is fitted. Spoke to the gang about it.

Photos of the defect and the tag



Tools checked here 2: T-102

Tool ID	T-102
Tool type	Circular saw
Power	Corded electric
Make and model	190 mm circular saw, 110 V
Supplied by	Hire company
Last electrical (PAT) test date, if your scheme tests it	22 Sep 2026
Test label	In date, hire company label
Body, housing and handles sound, side handle fitted where designed for one	Acceptable
Switch or trigger works and switches off as designed	Acceptable
Guard fitted, secure and adjusted	Acceptable
Lower blade guard returns on its own to cover the blade	Acceptable
Blade sharp, undamaged, the right type and fitted the right way round	Acceptable
Cord, plug and cord grip undamaged, no joints or tape repairs	Action needed
What needs doing, or why not checked	Outer sheath cut through about 300 mm from the plug, inner cores showing.
Double-insulated, or earthed (grounded) plug and cord	Acceptable
Result	Withdrawn from use
Tagged out of use?	Yes
Where it went	Returned to the hire company
What was found	Cord damaged, probably run over on the loading bay. Off-hired and a replacement saw ordered.

Photos of the defect and the tag



Tools checked here 3: T-103

Tool ID	T-103
Tool type	Rotary or SDS hammer drill
Power	Corded electric
Make and model	SDS plus hammer drill, 110 V
Supplied by	Company
Last electrical (PAT) test date, if your scheme tests it	8 Jul 2026
Test label	In date, green label
Body, housing and handles sound, side handle fitted where designed for one	Acceptable
Switch or trigger works and switches off as designed	Acceptable
Bit, chisel or chuck secure, retainer or latch holds	Action needed
What needs doing, or why not checked	Chuck worn, bit slips out under load.
Cord, plug and cord grip undamaged, no joints or tape repairs	Acceptable
Double-insulated, or earthed (grounded) plug and cord	Acceptable
Result	Repair before use
Tagged out of use?	Yes

Where it went	Quarantined in the tool store
What was found	Red tag fitted. Booked in for a new chuck.

Photos of the defect and the tag



Tools checked here 4: T-104

Tool ID	T-104
Tool type	Cut-off saw (disc cutter)
Power	Fuel
Make and model	300 mm petrol disc cutter
Supplied by	Hire company
Body, housing and handles sound, side handle fitted where designed for one	Acceptable
Switch or trigger works and switches off as designed	Acceptable
Guard fitted, secure and adjusted	Acceptable
Disc or wheel: the maximum speed marked on it is not exceeded by the speed marked on the tool	Acceptable
Disc or wheel free of cracks, chips or damage, fits freely, not forced on	Acceptable
Fuel cap, tank and lines not leaking; stop switch works	Acceptable
Result	OK to use

Tools checked here 5: T-105

Tool ID	T-105
Tool type	Drill or impact driver
Power	Battery
Make and model	18 V combi drill
Supplied by	Company
Body, housing and handles sound, side handle fitted where designed for one	Acceptable
Switch or trigger works and switches off as designed	Acceptable
Bit, chisel or chuck secure, retainer or latch holds	Acceptable
Battery and charger undamaged: no cracks, swelling, heat marks or loose contacts	Acceptable
Result	OK to use
Location result	Tools taken out of use or needing action

Locations 2: Level 3 fit-out gang

Location	Level 3 fit-out gang
Supervisor or storekeeper	S. Brennan, carpentry supervisor

Tools checked here 1: T-201

Tool ID	T-201
Tool type	Reciprocating or jig saw
Power	Battery
Make and model	18 V reciprocating saw
Supplied by	Subcontractor
Body, housing and handles sound, side handle fitted where designed for one	Acceptable
Switch or trigger works and switches off as designed	Acceptable
Blade sharp, undamaged, the right type and fitted the right way round	Acceptable

Battery and charger undamaged: no cracks, swelling, heat marks or loose contacts	Acceptable
Result	OK to use

Tools checked here 2: T-202

Tool ID	T-202
Tool type	Nail or staple gun
Power	Pneumatic
Make and model	Framing nailer on site compressor
Supplied by	Subcontractor
Body, housing and handles sound, side handle fitted where designed for one	Acceptable
Switch or trigger works and switches off as designed	Acceptable
Hose, couplings and whip undamaged, tool secured to the hose by positive means	Acceptable
Nose or contact safety works: fires only with the muzzle on the work	Acceptable
Result	OK to use

Tools checked here 3: T-203

Tool ID	T-203
Tool type	Rotary or SDS hammer drill
Power	Battery
Make and model	18 V SDS plus drill
Supplied by	Worker (own tool)
Body, housing and handles sound, side handle fitted where designed for one	Acceptable
Switch or trigger works and switches off as designed	Acceptable
Bit, chisel or chuck secure, retainer or latch holds	Acceptable
Battery and charger undamaged: no cracks, swelling, heat marks or loose contacts	Acceptable

Result	OK to use

Tools checked here 4: T-204

Tool ID	T-204
Tool type	Angle grinder
Power	Battery
Make and model	18 V 115 mm grinder
Supplied by	Company
Body, housing and handles sound, side handle fitted where designed for one	Acceptable
Switch or trigger works and switches off as designed	Acceptable
Guard fitted, secure and adjusted	Acceptable
Disc or wheel: the maximum speed marked on it is not exceeded by the speed marked on the tool	Acceptable
Disc or wheel free of cracks, chips or damage, fits freely, not forced on	Acceptable
Battery and charger undamaged: no cracks, swelling, heat marks or loose contacts	Acceptable
Result	OK to use
Location result	All tools checked OK
Tools checked	9
OK to use	6
Repair before use	1
Withdrawn from use	2
Failed a check but marked OK	0
Tool result	Faulty tools taken out of use

3. Result, actions and sign-off

Items needing action	3
Result	Action needed before the tools are used again

Actions 1: Fit a new guard to grinder T-101 and check it before it goes back out. Toolbox talk on never removing grinder guards.

Action	Fit a new guard to grinder T-101 and check it before it goes back out. Toolbox talk on never removing grinder guards.
Priority	Now: take out of use
Who will do it	R. Hughes
Due by	15 Oct 2026
Status	In progress

Actions 2: Off-hire circular saw T-102 (damaged cord) and get a replacement on site.

Action	Off-hire circular saw T-102 (damaged cord) and get a replacement on site.
Priority	Today
Who will do it	R. Hughes
Due by	14 Oct 2026
Status	Done, checked

Actions 3: Replace the chuck on SDS drill T-103 and recheck before reissue.

Action	Replace the chuck on SDS drill T-103 and recheck before reissue.
Priority	This week
Who will do it	R. Hughes
Due by	21 Oct 2026
Status	Open
Actions still open	2
Decision	In use: actions to finish
Next check or re-inspection date	21 Oct 2026
Summary for the client	Nine tools checked in the tool store and on level 3. Six are OK to use. Grinder T-101 (guard removed) and circular saw T-102 (cut cord) were withdrawn, and SDS drill T-103 is tagged for a new chuck.
Inspector name	D. Okafor

Inspector signature



Site manager or supervisor name	M. Taylor

Site manager or supervisor signature

