SITE survey. APP

SITE SURVEY REPORT

Spill Kit Inspection

Prepared for	Mersey Haulage Ltd
Date	30 Sep 2026
Site	Riverside Transport Depot, Warrington
Prepared by	J. Gallagher

FORM

Spill Kit Inspection

1. Record details and scope

Project	Riverside Transport Depot, Warrington: monthly spill kit check (completed example)
Site or premises address	Riverside Transport Depot, Wharf Road, Warrington
Client or organisation	Mersey Haulage Ltd
Record date	30 Sep 2026
Person completing the record	J. Gallagher

> This is a readiness check, not an instruction to enter a hazardous spill area. Follow your assessed spill response and the relevant environmental regulator arrangements for your nation.

2. Kit and hazards

Kit ID and location	SK-03, 120 litre oil spill kit in wheeled bin, fuel island beside the diesel pump
Products or substances the kit is intended for	Diesel, engine oil and hydraulic oil
Safety data sheet and assessment references	SDS file at the workshop office. COSHH assessment MH-COSHH-11.
Site spill response plan reference	Depot spill response plan MH-SRP-02 rev 4

Photos of the kit and where it is kept



3. Contents

Kit item 1: Oil-only absorbent pads

Item and suitability	Oil-only absorbent pads
Quantity required by the site plan	100
Usable quantity present	62
Restock or replacement needed	38 pads to restock. Used on a diesel drip on 2026-09-18 and not replaced.
Short by	38

Kit item 2: Oil-only absorbent socks, 1.2 m

Item and suitability	Oil-only absorbent socks, 1.2 m
Quantity required by the site plan	8
Usable quantity present	8
Short by	0

Kit item 3: Drain cover mat, 600 x 600 mm

Item and suitability	Drain cover mat, 600 x 600 mm
Quantity required by the site plan	1
Usable quantity present	1
Short by	0

Kit item 4: Nitrile gloves, pairs

Item and suitability	Nitrile gloves, pairs
Quantity required by the site plan	4
Usable quantity present	1
Restock or replacement needed	3 pairs to restock.
Short by	3

Kit item 5: Heavy-duty disposal bags and ties

Item and suitability	Heavy-duty disposal bags and ties
Quantity required by the site plan	6

Usable quantity present	6
Short by	0

4. Readiness

Kit accessible and clearly identified	Acceptable
Contents suitable, dry and in usable condition	Action needed
Action, limitation or reason not applicable	Contents dry and usable but pads and gloves below the plan quantities. See contents list.
Assessed protective equipment available	Action needed
Action, limitation or reason not applicable	Only one pair of gloves in the kit. Goggles present.
Drain protection and waste containers available where required	Acceptable
Responders know reporting and escalation arrangements	Action needed
Action, limitation or reason not applicable	Two of the three drivers asked knew to call the transport office. One new driver did not know where the drain cover mat was kept. Briefed on the spot.
Checks acceptable	2
Checks needing action	3
Checks not done	0
Kit items short	2
Total quantity short	41
Restocking owner	J. Gallagher, workshop supervisor
Restocking due date	3 Oct 2026

5. Actions and review

Are further actions required?	Yes

Further action 1: Restock SK-03 with 38 pads and 3 pairs of nitrile gloves.

Action and evidence reference	Restock SK-03 with 38 pads and 3 pairs of nitrile gloves.
Person responsible	J. Gallagher, workshop supervisor
Target date	3 Oct 2026

Action status	Completed
Completion evidence	Restocked 2026-10-02 from stores, issue note ST-0210-4. Seal tag replaced.

Further action 2: Add the spill kit location and drain mat to the new driver induction.

Action and evidence reference	Add the spill kit location and drain mat to the new driver induction.
Person responsible	P. Lacey, transport manager
Target date	17 Oct 2026
Action status	Open
Outstanding limitations and information to pass on	Kit SK-03 only. Other kits checked on their own records.
Record status	Ready for review
Reviewed by	P. Lacey, transport manager
Review date	2 Oct 2026
Author signature	

Signing records the information entered. It does not itself certify legal compliance, remove a limitation or authorise unsafe work.