SITE survey. APP

SITE SURVEY REPORT

Work Equipment Inspection

Prepared for	Larkfield Logistics Ltd
Date	28 Sep 2026
Site	Unit 9, Larkfield Distribution Park, Swindon
Prepared by	J. Mensah

FORM

Work Equipment Inspection

1. What is being inspected

Project	Unit 9, Larkfield Distribution Park, Swindon: monthly racking inspection (completed example)
Customer	Larkfield Logistics Ltd
Site	Unit 9, Larkfield Distribution Park
Site address	Unit 9, Larkfield Distribution Park, Swindon
Date of inspection	28 Sep 2026
Inspected by	J. Mensah
Inspector's position	Person responsible for racking safety, Larkfield Logistics Ltd
Equipment	Pallet racking
Reference, tag or serial number	Aisles 1 to 6, adjustable pallet racking
Location	Main warehouse
Why is it being inspected?	Routine inspection

2. Pallet racking

Are load notices displayed and readable?	Yes
Date of the last inspection by a racking specialist	17 Mar 2026
Days since that inspection	195
Did you find any damage?	Yes

Damage 1: Aisle 4, bay 12, front upright at floor level

Aisle, bay and level	Aisle 4, bay 12, front upright at floor level
Component	Upright
What is the damage?	Upright crushed and torn at the base, about 300 mm above the floor. Looks like a forklift strike.
Risk category	Red: offload now

> Red. Offload the affected racking immediately and keep it out of use until it has been repaired.

Repair by (who and date)	Racking contractor, booked through J. Mensah, by 2 October 2026

Photos



Damage 2: Aisle 6, bay 3, column guard

Aisle, bay and level	Aisle 6, bay 3, column guard
Component	Column guard or barrier
What is the damage?	Column guard dented but still fixed down and protecting the upright.
Risk category	Green: watch
Amber items	0
Red items	1
Floor fixings and floor condition	OK
Beam safety locks in place	OK
Pallets sound and loads stable	OK
Aisles clear, barriers and guards in place	OK

3. Defects and result

Checks OK	4
Checks with a defect	0
Did you find any defects?	Yes

Action taken at the time (for example tagged out)	Aisle 4 bay 12 offloaded straight away and closed to put-away with barrier tape. Warehouse manager told at 08:15.
Result	Safe to use with a restriction
What is the restriction?	Aisle 4 bay 12 offloaded and closed to put-away until the upright is replaced.
Next inspection due	26 Oct 2026

> Where the law requires work equipment to be inspected, the result must be recorded and kept until the next inspection is recorded.

Inspector name	J. Mensah
Inspector signature	