



Racking Checklist

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| Monthly In-House Inspection Record. | <i>Date</i> |
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| Branch Name | |
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| LOCATION | DESCRIPTION | ISSUE DESCRIPTION | Hazard Assessment | | | ACTION | Actioned By Whom | Date to be completed | Supervisor check completed |
|--|-------------|--------------------|-------------------|---|-------|--------|------------------|----------------------|----------------------------|
| | | | RED | ORANGE | GREEN | | | | |
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| To be signed off by Branch Manager when completed | | | RED | Very serious damage requiring immediate action; Lock out. Inform PRSES. | | | | | |
| All Actions checked | | Yes _____ No _____ | Orange | Hazardous damage requiring urgent action. If unloaded, do not reload. | | | | | |
| Branch Managers Signature _____ | | | Green | Damage noted. Requires monitoring | | | | | |
| Date | | | | | | | | | |
| File on site with all Inspection Records. | | | | | | | | | |