

Maintenance Housekeeping Audit

WK No:-
 Auditor:-
 Maximum Score:- 47
 Actual Score:-
 Percentage:- %

Exterior Fitting Shop Area	0	1	
	Poor	Good	Comments
Is the signage correct, clean, and visible?			
Is the exterior lighting correct, suitable and sufficient?			
Are the floor areas clean and free of clear clutter?			
Are the Oxygen bottles, stored and locked away correctly?			
Are the Hazardous waste bins being used correctly, is there any contamination?			
Are the spill kits correct, do they contain a 1 x brush, 1 x shovel and sand?			
Are the doors in good working order?			
Interior Fitting Shop Area (including tool cupboards area)	0	1	
	Poor	Good	Comments
Is the signage correct, clean, and visible?			
Is the interior lighting correct, suitable and sufficient?			
Are the floor areas clean and free of clear clutter?			
Are the tool boards being used correctly?			
Is the work bench free from clutter? (excludes work in progress)			
Are all the relevant guards in place and in good condition? Grinder, chop saw, pedestal drill, ect?			
Is the guarding in good condition (visually)?			
Are the internal walls of the fitting shop in good condition?			
Is there any evidence of spills or leakages?			
Electrical Shop	0	1	
	Poor	Good	Comments
Is the signage correct, clean, and visible?			
Is the lighting correct, suitable and sufficient?			
Is the floor area clear of clutter?			
Are the electrical panels all shut and locked			
Are the walls In a good condition?			
Is the work table clean and free of clutter ?			
Is there any evidence of spills or leakages?			