**Blacktown Monthly Site Inspection Date / / 20**

**Outside OK Issue Comment**

Trucks (Legally parked and locked)

Trucks (Not obscuring driveways)

Road (Any foreign materials)

Staining (Should be none)

Holding tanks (Check for leaks)

**Driveways 3 OK Issue Comment**

Clear

Signage visible

Gates (Damaged)

Road (Clean)

**Weighbridge 3 OK Issue Comment**

Clean

Damaged

Accurate

**Mechanical Workshop OK Issue Comment**

Housekeeping (Trip hazards)

Chemical storage (Should all be bunded)

Leaks (Slip hazards)

Staining on driveways (Should be none)

Spill kit (Should be fully stocked )

Door 2 spill tray (Should be empty)

Lube tanks (Spills or leaks)

**Non- Ferrous OK Issue Comment**

Housekeeping (Trip hazards)

Chemical storage (Should all be bunded)

Chemical storage (Are bunds damaged)

Leaks (Slip hazards)

Storage bins (Should be well organised)

Spill kit (Should be fully stocked )

Spill trays (Are they empty?)

Dusty

**Batteries OK Issue Comment**

Pallets (Look for damage)

Stacked correctly

Strapped correctly

Leaks (Any clean ups in the month)

Staining (Should be none)

**Shredder OK Issue Comment**

Lube tank 1 (Spills or leaks)

Lube tank 2 (Spills or leaks)

Day tank (Water leaks)

**Vehicle defueling OK Issue Comment**

Housekeeping (Trip hazards)

Fuel tank (Fuel level)

Transfer lines (Damaged)

Fuel spike (Operating properly)

Bund drain (Clean, emptied, undamaged)

Spill kit (Should be fully stocked )

Battery spill tray (Should be empty)

Emergency kits (2) (pump and container)

**Wire cutter Shear Small OK Issue Comment**

Housekeeping (Trip hazards)

Chemical storage (Should all be bunded)

Leaks (Slip hazards)

Spill kit (Should be fully stocked )

Operation (Is it functioning correctly)

**Shear Large OK Issue Comment**

Housekeeping (Trip hazards)

Chemical storage (Should all be bunded)

Leaks (Slip hazards)

Spill kit (Should be fully stocked )

Operation (Is it functioning correctly)

**Floc shed OK Issue Comment**

Housekeeping (bin storage)

Housekeeping (floc overspill)

Housekeeping (floc build up)

Floc storage (Storage height)

Baghouse

Baghouse surrounds (Mud)

Baghouse bins (Level and dusting)

**Yard OK Issue Comment**

Housekeeping (No chemicals or batteries)

Tracks (Should all be clear)

Fences (should not have holes)

Stockpiles (Orderly)

Drains (Working, no blockages)

Dam (Level and contents)

**Oil store OK Issue Comment**

Correct storage (No product on the ground)

Spillages (Oil on the concrete)

Bund (Empty)

Clean up (Absorbent on concrete)

Housekeeping (General storage)

Small items store (Orderly)

**Transfer pit OK Issue Comment**

GPT

Pit inspection

Pumps

**Northern boundary OK Issue Comment**

Sound barriers

Dust screens

Landscaping

**Eastern boundary OK Issue Comment**

Sound barriers

Dust screens

Landscaping

**Southern boundary OK Issue Comment**

Sound barriers

Dust screens

Landscaping

**Western boundary OK Issue Comment**

Sound barriers

Dust screens

Landscaping

**Northern carpark OK Issue Comment**

Spoon drain

7 drains

**Southern carpark OK Issue Comment**

Housekeeping

6 drains

**Internal driveway OK Issue Comment**

Housekeeping

1 drain

**Entry driveway OK Issue Comment**

Housekeeping

3 drains

**TWTS OK Issue Comment**

Housekeeping

Piping (Leaks)

Bags

**Landscaping OK Issue Comment**

Front

East

West

Rear

**Noise OK Issue Comment**

Loudness

Average dB, Peak dB

**Construction OK Issue Comment**

Area………………………………………………………..Activity………………………………………………….………….……

Erosion and sediment control

Noise

Fugitive dust

Housekeeping

Water

Where applicable take photos of the issue and submit with the report.

All findings shall be reported to the relevant Manager for action.

Name \_\_\_\_\_\_\_Howard Richards \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_ Howard Richards \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_