



Audit/Inspection Checklist

Code Title	Portable Power tools	Code No.	OSHJ-GL-08	Rev. No.	1.0
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Sr.	Checklist Item	Clause in the Code	Acceptable means of compliance
1.	Are the risk associated with the portable power tool identified and assessed?	5.2 : Risk Assessment	— Copy of RA
2.	Is there a procedure in place for use, maintenance, inspection and test of electrical portable power tool?	5.3: Electrical portable power tool	Copy of: — Work procedure/SoP — Maintenance procedure & record — Inspection and test record
3.	Is there a procedure in place for use of compressed air tool & they fitted with safety device?	5.4: Compressed Air Tools	— Copy of Work procedure/SoP — Visually check Safety valve, pressure and drain cock.
4.	Is there a procedure in place for use of Hydraulic power tool?	5.5: Hydraulic Power Tools	— Copy of Work procedure/SoP Visually check: — Stop Limit and stop indicator — Manufacture's load limit When used, on solid surface
5.	Is there a procedure in place for the use of powder-actuated tools?	5.6: Powder Actuated Tools	— Copy of work procedure/SoP

6.	Is there an operational manual and safety measures in place for the use of liquid fuel powered tools?	5.7: Liquid Fuel Powered Tools	<ul style="list-style-type: none"> – Copy of operational manual/SoP – visually verify safety arrangements.
7.	Are the portable power tools maintained properly and maintenance record retained?	5.8: Inspection of Portable Power Tools	<p>Copy of:</p> <ul style="list-style-type: none"> – Inspection periodic plan – Inspection record according to the plan or manufacture's recommendation
8.	Are the portable power tools maintained properly and maintenance record retained?	5.9: Maintenance of Portable Power Tools	<ul style="list-style-type: none"> – Copy of maintenance record
9.	Are the concerned employees trained in the use, risk and safety measures related to portable power tool?	6 : Training	<ul style="list-style-type: none"> – Training record
10.	Are the employees provided with adequate PPE and worn?	.5.1 , 5,6.1, 5.4.2, 5.3.2 : Selection of Hydraulic Power Tools, Selection and Use of Powder Actuated Tools, Use of Compressed Air Tools, Use of Electrical Portable Power Tools	<ul style="list-style-type: none"> – PPE Distribution record – Visually verify the use of PPE