

Topic – Points to consider

- Instructions for use
- Pat Testing
- HAV's / Noise info
- Certification
- Storage
- Fit for purpose right tool right job
- Training / Competence
- Guarding
- Power Source
- Environmental Considerations-Impact to or those around
- PPE
- Authorised Approved Framework Supplier
- COSHH
- Pre use visual checks
- Privately owned tools
- Condition of tools
- Security
- Housekeeping
- Accessories
- Inspection regime
- Re-fuelling
- Calibration
- Authorisation
- Safety devices in place

Basic Rules:

- Right tool for right job
- Only Trained persons to use tool
- Don't use if faulty, report defects
- Visual Inspection

Topic – Points during Inspection

1. Induction: (contents)

- Tools and equipment used only by authorised persons and defect reporting process detailed – 1pt
- Has person been inducted – 1pt

2. Competent: (proof of training & experience)

- Affiliated Card Scheme for Trade i.e. CSCS, SJIB, SVQ City and Guilds – 1pt
- Specific Training or Instructions on how to use tool depending on risk – 2pt

3. Method Statement: (MS details the following information)

- List of tools being used are detailed in Method Statement – 3pt

4. Risk Assessment: (RA details the following risk)

- Hazards and Controls associated from tool to user – 2pt
- Hazards and Controls associated from tool to others – 2pt
- Risks and Controls to be specific to environment, i.e. confined space, fire risk, dust – 1pt



5. Briefing:

- Briefing on MS and/or RA in place – 5pt

6. Equipment & Material:

- Right tool and accessories for right job as identified in the MS and/or RA – 3pt



7. Risks from Equipment & Material:

- COSHH info, either fuels or material – 2pt
- NOISE, from equipment – 1pt
- HAVS information to be specific to tool – 2pt

8. Equipment Inspected/Examined:

- PUWER Register in place and to include inspection – 1pt



9. Personal Protective Equipment (PPE):

- PPE in place as per risk assessment and hazard from tool – 1pt

10. Worker describes risks Risks/Hazards:

- Can the worker describe the risks/hazards detailed in the RA or tbt to the specific tool being used – 1pt
- Does the operator know how to identify tool defects – 1pt

11. Worker describes Control Measures:

- Can the worker describe the control measures detailed in the RA or tbt to the specific tool being used – 1pt
- Does the operator know how to action/report tool defects – 1pt

12. Activity carried out Safely: (SWS General Observations/Personal Comments)

- Housekeeping – 1pt
- Hazard Signage and demarcation (on tools, around area etc) – 1pt
- Correct use of tool – 1pt

