

Hand Drill Machine Inspection Checklist

Company Name :
Date of Inspection :
Make :
Model :
Number :
Owned/Hired/Contractor :

SN	Details	Yes/No	Comments
1	Machine should be physically sound and in working condition.		
2	All power cable should be free from damage.		
3	Flexible cable should be provided to avoid prevent cable damage.		
4	Dead man switch should be damage free and in working condition.		
5	Availability of handle for better grip and control.		
6	Drill bit should be in good condition without any damage.		
7	Always use designated key to remove and change drill bit.		
8	Double insulation or grounding provided to Hand Drill machine.		
9	Use adjustable drill stop wherever required.		
10	Machine should be operated by experienced and competent person only.		

Fit for use: Yes/No
Inspection Done By:
Name :
Department:
Designation:
Signature:
Date:
Inspection Done By:
Name :
Department:
Designation:
Signature:
Date: