

<b>Customer name</b>	
<b>Contract number</b>	

<b>STATUS</b>	<b>Final / On Hire</b>		<b>Off-Hire</b>		<b>Stock Transfer</b>		<b>Thorough Examination</b>		<b>Job sheet</b>	<b>DATE</b>
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<b>PLANT NUMBER</b>		<b>DESCRIPTION / TYPE</b>
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**THESE INSTRUCTIONS SHOULD BE FOLLOWED WHEN CHECKING EQUIPMENT**

- Check the general overall condition and appearance of the equipment including paint finish and signage etc.
- Inspect main body and frame for impact damage and distortion which may affect stability.
- Check the skids of the skip, make sure it is not damaged, bent or distorted. Position the skip on a flat surface such as a flat levelled steel road plate to check straightness of skids.
- Check chute assembly for any damage, distortion and security concern.
- Check generally for cracked welds paying special attention to the trunion mountings, bale stops and shutter mechanism mountings etc.
- Inspect trunion pins for wear and security. Ensure all locking pins / bolts are in place and undamaged.
- Check that the lifting bale is straight, secure and undamaged. Make sure that the tube supporting the bale is not mushroomed. Check for pitting and heavy corrosion around the tube.
- Check lifting bale support fingers stops for any sign of damage or distortion.
- Check any installed spreader beam is straight and secure.
- Check shutter mechanism is undamaged and fully functional
- Check the condition and security of all permanent shutter stops.
- Ensure all stickers such as Marwood Logo, Next Examination Due Date (MGS71), sticker MGS24 Plant returned label, sticker MGS64 Crane skip data label, Crush Zone (MGS80) and Do Not Walk Under Suspended Load (MGS79) are in present.
- Check and record Plant No, serial No if applicable and S.W.L clearly marked on the equipment.

**Equipment which displays evidence of incorrect operation should be withdrawn from service.**

	O K	R	COMMENTS
<b>GENERAL APPEARANCE</b>			
Main Body Condition			
Main Frame Condition			
Condition & straightness of skids			
Chute Assembly			
Condition of Welds			
Trunion Pins & Clips			
Lifting Bale			
Bale Support Fingers			
Spreader Beam			
Shutter Mechanism (wheel) & Gears			
Shutter stops correctly adjusted			
Twin control Wheels & Gearing			
All stickers			
Record plant no, serial no and swl			

**Equipment should be cleaned and correctly stored after checking**

<b>CHECKED BY</b>	<b>DATE:</b>
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<b>PRINT</b>	<b>SIGN</b>
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