

<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>Serial Number</b>		<b>Description</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, chute assembly and frame for impact, damage, security concern and distortion which may affect stability when it is flat on ground.
- Check generally for cracked welds paying special attention to the trunion mountings, bale stops and shutter mechanism mountings etc.
- Examine the bale arm: ensuring that the bale is straight, free from cracks and has no excessive hammer damage. Ensure there is no cutting disc marks. Check for excessive wear around the bale Trunnion's and hook attachment point (Max wear 5% of the original bar). Random signs of hammer rash on the bale are deemed acceptable.
- Ensure all trunnion locking bolts are securely fitted.
- Examine the trunnion mountings for damage, cracked welds and distortion.
- Check any installed spreader beam is straight and secure.
- Check geared shutter mechanism is undamaged and fully functional lubricate where necessary.
- Check chains condition for any sign of corrosion, distortion and elongation.
- 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.
- Inspect Data Plate (plant number, SWL & Record Serial No) are in place, undamaged, clear and legible. Note them on the sheet.

**Equipment which displays evidence of incorrect operation should be withdrawn from service.**

	<b>O K</b>	<b>R</b>	<b>COMMENTS</b>
<b>GENERAL APPEARANCE</b>			
Main Body Condition			
Main Frame Condition			
Chute Assembly			
Condition of Welds			
Trunion Pins & Clips			
Lifting Bale			
Bale Support Fingers			
Spreader Beam			
Shutter Mechanism (geared)			
Chains conditions			
Shutter stops			
Twin control Wheels & Gearing			
All stickers			
Plant No, SWL, & Record Serial No			

**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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