

COMPANY/BUSINESS NAME: _____

PART 1 - WAREHOUSE BUILDINGS		
Structure	YES / NO	REMARKS
Suitable for use as a warehouse?		
Wind and watertight?		
Standard of maintenance?		
Windows and roof lights intact?		
Roof watertight and gulleys clear?		
General appearance?		
Floor		
Suitable, sound and clean?		
Free from debris and other obstructions?		
Heating		
Approved by insurers and local Fire Authorities?		
Heating units, fuel pipes and tanks safe and protected?		
Water piping		
No leakage from pipes and storage tanks?		
Doors		
Adequate and properly positioned personnel doors?		
All external doors close-fitting?		
Staff Facilities		
Lavatory, washing and mess room accommodation provided?		
First Aid Box – provided and stocked?		
PART 2 - SITE AND PERIMETER		
Area used for manoeuvring, vehicle parking or open storage adequately surfaced?		
PART 3 - OFFICE AND ADMINISTRATION FACILITIES		
Facilities		
Office clean, well-lit and adequately furnished?		
Lavatory, washing and refreshment facilities provided to minimum statutory requirements?		
PART 4 - HANDLING STORAGE EQUIPMENT		
Up-to-date Statutory Inspection Pest control Certificates available on site?		
Pallets, post pallets, racking and mezzanine floor equipment suitable for goods stored; kept in a clean, sound condition and inspected regularly?		
All staff properly trained and possessing Certificate of		

Competence on issues related to pest control?		
PART 5- SPECIALIZED STORAGE		
All specialized storage complies with relevant Regulations?		
PART 6 - HEALTH & SAFETY		
Health & Safety at Work Act complied with?		
Company Safety Policy Document available?		
Risk and vulnerability assessments available?		
First aid assessment carried out?		
PART 7 – PEST CONTROL		
Adequate measures for controlling pests (especially if food stored)?		
PART 8 – ENVIRONMENTAL		
Waste disposal arrangements in place?		
Go to next page for more details		

RECOMMENDATION:

ADDITIONAL COMMENTS:

SIGNED: _____

DATE: