

Self-inspection checklist



Preventing the escape of liquids

Please note: This is a Vero Insurance sample template only.

Company/Division:	
Performed by:	
Location	
Date:	

Any 'No' response should be explained. Note specific problem, location and improvement action to be taken.

The risk: Failure to recognise likely impact and respond accordingly					
	Yes	No	N/A	Comments	Completed (date)
Minimise risk of liquids being dropped into/onto electronic equipment (e.g. laptops, key boards, printers)					
Liquid sources such as water coolers, bottled water, containers of liquid of any type are not stored near or above any electronic equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Drinking or eating at workstations is discouraged	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Minimise risk of escaping water (other liquids)					
Metal braided flexible hoses under sinks and toilets etc. have all been changed to hard piping, or if we have retained as the flexible hose, they are inspected every 6 months at least and if any are found to be discoloured, the metal braid is frayed or found to be leaking, we replace immediately	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
We change all metal braided flexible hoses every 5 years	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Our roof gutters, down pipes and ground water drainage systems are inspected every 6 months at least for integrity and cleanliness with repairs immediately undertaken	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Our reticulated water pipework and fittings throughout our premise including ceiling spaces, service ducts and within closed spaces, is inspected every year at least and repairs immediately undertaken	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
All vessels containing more than 200 litres of liquid and likely to cause damage should the container catastrophically fail, are inspected every 12 months at least and repairs immediately undertaken	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

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