

# Equipment Inspection Report Template

## General Information

Report No.

Date

Inspected By

Location

Department

## Equipment Details

Equipment Name

Equipment ID / Serial No.

Manufacturer

Model

Year

## Inspection Checklist

Item	Criteria	Status (Pass/Fail)	Remarks
Physical Condition	No visible damage or corrosion		
Calibration	Calibration certificate valid		
Functionality	Equipment operates as intended		
Safety Devices	All safety features operational		
Labels/Markings	All labels legible & up to date		

## Comments / Findings

**Corrective Actions (If Any)**

**Inspector Confirmation**

Name & Signature

Date