

OCT 6

EQUIPMENT MAINTENANCE REPORT TEMPLATE



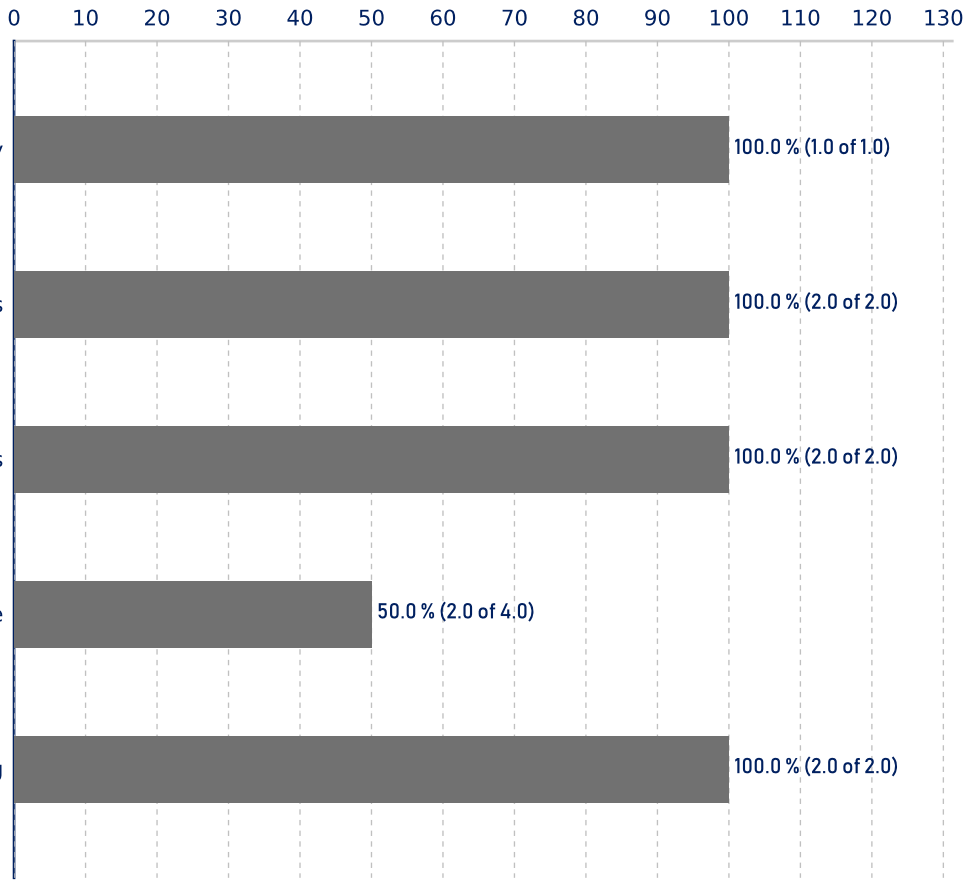
My Site

TUESDAY 14th October 2025

81.82 %

(9.0/11.0)

SCORE BY SECTION



Section	Actual	Target	%	Section	Actual	Target	%
Maintenance Schedule & Frequency	1.0	1.0	100.0	Inspection & Servicing Details	2.0	2.0	100.0
Repairs & Issues	2.0	2.0	100.0	Safety & Compliance	2.0	4.0	50.0
Maintenance Recordkeeping	2.0	2.0	100.0				

EQUIPMENT INFORMATION

(0/0) 0.0 %

Q#	QUESTION	SCORE	RESPONSE	PREVIOUS

EQUIPMENT MAINTENANCE REPORT TEMPLATE

1	What is the equipment name and unique ID or serial number?	Machinery Equipment - 131
2	What is the equipment location or assigned department?	Workshop
3	Who is the operator or user responsible for this equipment?	Mr Krabs
4	What are the current operating hours or mileage reading?	20

MAINTENANCE SCHEDULE & FREQUENCY

(1/1) 100.0 %

Q#	QUESTION	SCORE	RESPONSE	PREVIOUS
5	What type of maintenance is being performed (preventive, corrective, predictive)?		Preventive	
6	Is the maintenance being done according to the scheduled interval?	(1/1)	YES	
7	When was the last maintenance service completed?		Last month	
8	When is the next service due?		Next week	

INSPECTION & SERVICING DETAILS

(2/2) 100.0 %

Q#	QUESTION	SCORE	RESPONSE	PREVIOUS
9	Were all critical components inspected for wear or damage?	(1/1)	YES	
10	Were fluids, filters, belts, or other consumables replaced or topped up?		N/A	
11	Were the moving parts lubricated as required?	(1/1)	YES	
12	Was the equipment cleaned and tested after servicing?		N/A	

REPAIRS & ISSUES

(2/2) 100.0 %

Q#	QUESTION	SCORE	RESPONSE	PREVIOUS
13	Were any defects, malfunctions, or damages identified?	(1/1)	YES	
14	What corrective actions or repairs were carried out?		Routine checks	
15	Were any replacement parts installed?	(1/1)	YES	
16	Is follow-up maintenance required for unresolved issues?		N/A	

SAFETY & COMPLIANCE

(2/4) 50.0 %

Q#	QUESTION	SCORE	RESPONSE	PREVIOUS
17	Were all safety devices and guards inspected and working properly?	(1/1)	YES	
18	Was lockout/tagout followed during servicing?	(1/1)	YES	
19	Does the equipment meet compliance and regulatory requirements after maintenance?	(0/1)	NO	
20	Were test results or performance checks documented?	(0/1)	NO	

EQUIPMENT MAINTENANCE REPORT TEMPLATE

MAINTENANCE RECORDKEEPING

(2/2) 100.0 %

Q#	QUESTION	SCORE	RESPONSE	PREVIOUS
21	Who performed the maintenance service?		The Operator	
22	What date and time was the service completed?		10th Oct	
23	Were supporting documents, checklists, or receipts attached to the log?	(1/1)	YES	
24	Has the maintenance record been updated in the system or logbook?	(1/1)	YES	

DECLARATION

<p>Auditor (Aashiqe Rasul)</p>	
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