

**Schedule of Engineering Plant**

It is a statutory requirement that certain items of plant are inspected. To check which items need inspecting please click on the following link:

<http://zurich.co.uk/en/engineering/inspection/plant-guide>

To add or delete an item please complete the following form

|  |  |
| --- | --- |
| **Details of Plant/Item to be added or removed** | |
| **Date item to be added or deleted** |  |
| **Contact name and number** |  |
| **Location of equipment** |  |
| **Type of equipment (**e.g. lifts, boilers, scissor jacks, fork lift trucks, lifting slings & chains, working platforms, compressors, guillotines, roller shutter doors, steam vessels, fume cupboards) |  |
| **Manufacturer** |  |
| **Make** |  |
| **Model** |  |
| **Serial Number** |  |
| **Installation date** |  |
| **Previous inspection date, if any** |  |
| **Where certificate of conformity is located (or any certificate which is delivered with the equipment when it is new)** |  |

Guidance Note

It is necessary to inform Insurance, Audit & Risk Team and Property Services of any new plant purchased or disposed of because we are required to maintain a log of all plant within the University. It is a statutory requirement plant is inspected, we arrange the inspection through our Insurer.

Items of plant that are no longer in use must display a notice stating that they are not to be used.

Please email any queries regarding plant inspection to Insurance, Audit & Risk Team; Insurance@exeter.ac.uk

Reviewed by Trudi Legge ACII 17/5/2017, Act Record 1005795 Version 6