

COSHH and Hazardous Substances — Inspection and Monitoring Record

Keep completed sheets for at least three years.

Pre-use / pre-task check

Check	Pass / Fail
COSHH assessment in place for this substance and task	
Safety data sheet obtained and accessible	
Elimination or substitution considered and recorded	
Engineering controls in place and working	
LEV within thorough examination and test date	
Gloves correct for the specific chemical	
RPE correct and face fit tested for this wearer	
All containers labelled correctly	
Spill kit, eye wash and first aid available	
Health surveillance in place where required	
No eating or drinking in the work area	

Log

Date	Location / task	Checked by	All pass?	Defects found	Action taken

Periodic review — quarterly, or after any incident

Date	Reviewed by	Findings	Actions	Next due

Scope and limitations — read before use

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