TAGPOINT.

Racking inspection

An in-house inspection of pallet racking, bay by bay, between the expert inspections.

SITE _____ AISLES OR AREA _____ INSPECTED BY _____

DATE _____ NEXT EXPERT INSPECTION DUE _____

Aisle	Bay or location	Uprights	Beams	Beam locks	Base plates and fixings	Bracing	Load notice	Pallets	Damage found and action taken
		G A R	G A R	G A R	G A R	G A R	G A R	G A R	
		G A R	G A R	G A R	G A R	G A R	G A R	G A R	
		G A R	G A R	G A R	G A R	G A R	G A R	G A R	
		G A R	G A R	G A R	G A R	G A R	G A R	G A R	
		G A R	G A R	G A R	G A R	G A R	G A R	G A R	
		G A R	G A R	G A R	G A R	G A R	G A R	G A R	
		G A R	G A R	G A R	G A R	G A R	G A R	G A R	
		G A R	G A R	G A R	G A R	G A R	G A R	G A R	
		G A R	G A R	G A R	G A R	G A R	G A R	G A R	
		G A R	G A R	G A R	G A R	G A R	G A R	G A R	
		G A R	G A R	G A R	G A R	G A R	G A R	G A R	
		G A R	G A R	G A R	G A R	G A R	G A R	G A R	
		G A R	G A R	G A R	G A R	G A R	G A R	G A R	
		G A R	G A R	G A R	G A R	G A R	G A R	G A R	

AMBER AND RED BAYS REPORTED TO _____ DATE _____ REPAIRS BOOKED WITH _____ SIGNED _____

HOW TO USE THIS SHEET

1. Walk each aisle and look at every bay, from the floor up. Circle G, A or R for each part.
2. Mark amber and red bays on the rack too, and tell the person responsible for racking safety the same day.

DAMAGE LEVELS (SEMA)

G **Green.** No damage, or damage within limits. Note it and look again next time.

A **Amber.** Needs repair, but the bay need not be offloaded at once. Once it is offloaded, do not reload it until it is repaired. Repair within four weeks, or offload and isolate it.

R **Red.** Serious damage. Offload the bay and isolate it straight away. Do not use it until it is repaired.

WHAT TO LOOK FOR

Uprights
- Dents, bends, splits or twists, most often near the floor where trucks hit them
- Leaning or out of line

Beams and beam locks
- Bent, dented or bowed beams, or sagging more than usual under load
- Beam end connectors not cracked or bent
- A lock in every beam end, none missing or loose

Base plates, fixings and bracing
- A base plate under every upright, floor fixings in place
- Bracing in place, not bent, no missing bolts

Load notice and pallets
- Load notice shown and readable; loads within it
- Pallets in good condition and sitting square on both beams

Relates to: HSE's HSG76 (warehousing and storage) and SEMA guidance: regular in-house inspections, plus an expert inspection at least every 12 months.

Free to copy and adapt. Not legal advice.

Try this check on your phone

Scan the code and do it on Bay 4-01 at our live demo site. No app, no sign-in.

Then run it on your own, free for 30 days: tagpoint.co.uk/racking-inspections/