

# Machine Inspection Report Format

## Machine Identification

- Machine Name: \_\_\_\_\_
- Model/Serial No.: \_\_\_\_\_
- Inspection Date: \_\_\_\_\_
- Operator Name: \_\_\_\_\_

## Inspection Criteria

### Operational Efficiency

- Performance level: \_\_\_\_\_
- Any malfunctions: Yes [ ] No [ ]

### Safety Compliance

- Safety guards: Yes [ ] No [ ]
- Warning labels: Yes [ ] No [ ]

### Maintenance Status

- Last serviced on: \_\_\_\_\_
- Service due date: \_\_\_\_\_

## Detailed Findings

- \_\_\_\_\_
- \_\_\_\_\_

## Concluding Remarks

- Overall Condition: \_\_\_\_\_
- Recommended Actions: \_\_\_\_\_

## Inspector's Confirmation

- Name: \_\_\_\_\_
- Signature: \_\_\_\_\_
- Date: \_\_\_\_\_