

Pallet Racking Weekly Inspection List

Week Starting: / /

Company/Site:

Rack ID:

CHECK WEEKLY: Answer to all below should be 'YES'. If any answers are 'NO' report the problem immediately.	YES	NO
SAFE WORKING LOADS, AND WORK AREA		
Are the safe working load signs still attached and readable?		
Is the load on the rack BELOW the safe working load ? <i>Note: See inside cover for more information.</i>		
Are all pallets free from damage ?		
Are all pallets stacked correctly ? Look for overhanging, or sitting incorrectly on beam levels.		
Are the aisle ways and emergency exits free from obstructions?		
RACKING STRUCTURE		
Are the floor fixing still in place and secure?		
Are all shims and base plates in place?		
Are the beams, posts or braces free from impact damage ? <i>Note: See inside cover for more info. Look for: Buckles on any side of the beam. Bracing over 1 m cannot have more than 10 mm deflection. A post over 1 m cannot have more than 3 mm deflection in frame direction, or more than 5 mm in beam direction.</i>		
Are all beams in the correct position (as designed by the manufacturer)?		
Is there a properly fitted safety clip to each lock-end ?		
Are rack protection devices in place and free of damage?		

RACK CHECKED BY: Date: / /

Signed:

Problems/Actions to rectify problems:

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ACTION TAKEN TO RETURN TO SERVICE

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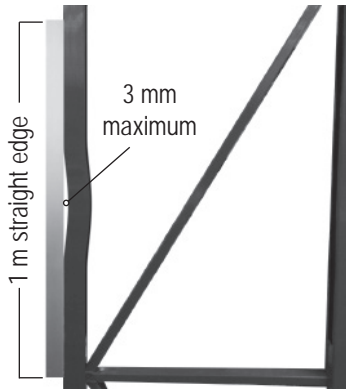
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Repaired by:

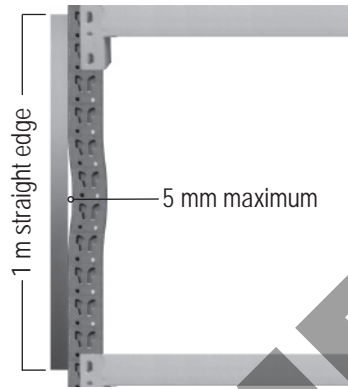
Date: / / Signature:

Pallet Racking Inspection Guidelines

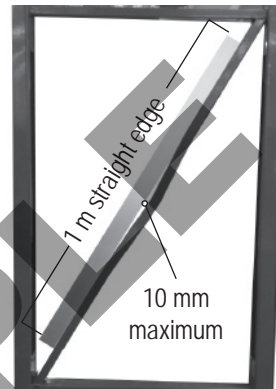
Place a 1 m straight edge on the inside bend of the damaged beam, post or brace.



A post over 1 m cannot have more than 3 mm deflection in frame direction.



A post over 1 m cannot have more than 5 mm deflection in beam direction.



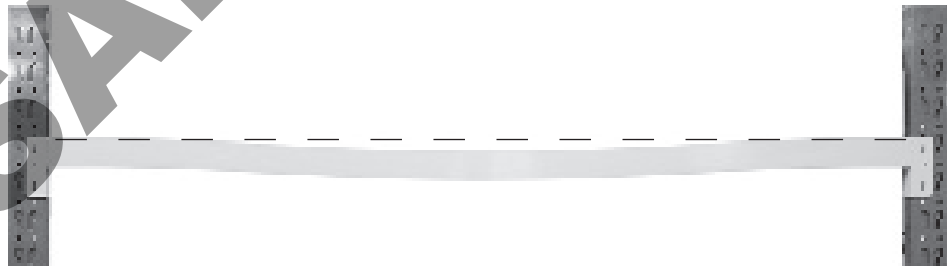
Bracing over 1 m cannot have more than 10 mm deflection in any direction.



Bends under 1 m must be judge pro-rata. Items with dents, buckles, tears or splits need to be replaced.



Beam connectors must not have any cracking to welds or other deformities.



Beams deflect when under load. There should be no deflection when the beams are unloaded. If the deflection remains when unloaded this may indicate damage caused by impact or overloading. Check with your manufacturer to find out specific tolerances for deflection under load.