LOOK BEFORE YOU PLUG IN

Quick visual check

Area: _____ **Date:** _____

- [ ] Plugs are whole, with no cracks or scorch marks
- [ ] Leads are not frayed, cut or trapped
- [ ] Sockets are not overloaded
- [ ] Extension leads are not tangled or under rugs
- [ ] Equipment is dry and clear of drinks
- [ ] Faulty items are taken out of use and reported