|  |
| --- |
| **Plant & Asset Register\***  |
| **Description of Plant** | **Location of Plant***(E.g. maintenance shed)* | **Serial/Registration No.** | **Status of Item***Insert date in relevant column* |
| Risk Assessment | Plant in use | Selling or sold | Disposed of | Decommissioned |
| eg: Woodfast timber lathe | Design & Tech workshop | A1245ZDS5 | 01/11/15 | 17/11/15 |  |  |  |
| eg: Makita Circular Saw  | Maintenance shed  | MK12456903  |  |  | 10/07/15 |  |  |
| eg: LG Microwave  | Staff Kitchen  | LGM1256294732 |  |  |  | 01/07/15 |  |
| eg: Hercus metal lathe | Maintenance workshop  | HL12345  |  |  |  |  | 01/08/15 |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

Date Reviewed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*\*Note: Risk assessments must be conducted on all items of plant and records retained.*