



T-shore
Education

Inspection

Report:

*Template for Training
participant*



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Module:

Bolt Tightening

Learning scenario:

**Basic Bolt Tightening
Techniques**

ENERGY INNOVATION

Atlantic Technological University		Scalda	
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Hydrogen Valley		TCNN	
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Note This is a fictive generic equipment checklist intended for training purposes and therefore may vary from the equipment checklist provided by a company. It is important that a technician always read and fill checklist carefully prior to any task.

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1 Administration data

Table 1. Documentation overview

Order number	
Order name	
Priority	
WTG serial number	
Site name	
Date	
Reporting by	
Site Supervisor	
Inspection start hour	
Inspection end hour	

Table 2. Report overview

Report type	
Reason for inspection	
Component type	
Component serial number	
Component manufacturer	
Component model	

2 Safety protocol

Table 3. Safety procedures

	LOTO start hour	Signature	LOTO end hour	Signature
LOTO procedure				



3 Inspection task list

Table 4. List of inspection task points

Inspection type	Task point	Completion	Comment



4 Final report

4.1 Summary of inspection outcomes:

4.2 Proposed next steps:

4.3 Additional Notes:



Employee Signature:

Date:

Supervisor Signature:

Date:

5 List of Attachments

Table 5. List of report attachments

Nr.	Name of attachment
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	



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