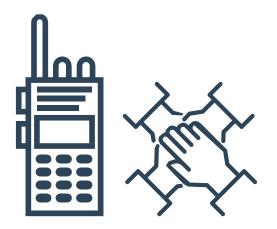


Erasmus+

Enriching lives, opening minds.

Inspection Report

Template for Training participant



Module:

Teamwork and
Communication
Learning scenario:
Effective Teamwork
and Communication





Atlantic Technological University		Scalda	
Energy Innovation	#	Skilliant	
Fagskolen Rogaland	===	Skive College	+
Hydrogen Valley	==	TCNN	
Katapult		Wind Energy Ireland	
Noorderpoort World Class Maintenance		World Class Maintenance	
POM West-Vlaanderen			



























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Co-Author(s)	All partners

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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	
Exercise start hour	
Exercise end hour	

Table 2. Report overview

Report type	
Reason for exercise	
Exercise type	
Component serial number	
Component manufacturer	
Component model	
Date of previous exercise	





2 Safety protocol

Table 3. Safety procedures

	LOTO start hour	Signature	LOTO end hour	Signature
LOTO procedure				

3 Inspection list

Table 4. List of inspection points

Inspection category	Inspection point	Possible damage	Comment
1.0 Lego Building Challeng	ge - start		
1.4 Lego Building Challen	ge - end		
2.0 Verbal Communication	n - start		
2.3 Verbal Communication - end			
3.0 Non-Verbal Communication - start			

3.3 Non-Verbal Communication - end







Education		Enriching lives, opening mind	
	l l		
4 Inspectio	on roport		
+ inspection	on report		
Summary of inspection or	ıtcomes:		
Proposed next steps:			
Toposed Hext steps.			

Employee Signature:

Additional Notes:

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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