

# ANNEX G TO CLUB HEALTH & SAFETY MANAGEMENT PLAN

## CLUBHOUSE INSPECTION FORM (Peyia)

YEAR 2016

Item	Checks	Initials and Date			
		Jan-March	April-June	July - Sept	Oct-Dec
<b>Fire Alarms</b>	Check fire alarms work when heat or smoke is present. Check batteries (if not on mains)				
<b>Fire Extinguishers</b>	Check physical presence of all fire extinguishers and inspect visually				
<b>Fire Blankets</b>	Check physical presence of fire blankets in galley and inspect visually				
<b>Fire Inspection</b>	Check with the Rear Commodore House that annual inspection of fire appliances and alarms has been either arranged or done				
<b>Evacuation Lights</b>	Test that evacuation lights work correctly				
<b>Evacuation Routes</b>	Confirm evacuation routes are clear, push to open (if fitted) catches are working correctly on doors and that evacuation signs are present				
<b>Electrical System</b>	Check that warrant is in date (New Warrant required every three years) - Rear Commodore House to arrange inspections and warrant				
<b>Galley</b>	Check galley area for unidentified hazards				
<b>General</b>	Check for new hazards throughout clubhouse				