

Logbook of Regular Checks and Maintenance

LEV Unit Details

Make / Model: _____ / _____

Date of Last LEV Test and Inspection: _____

LEV No. / Location: _____ / _____

Next Due Date: _____ 21/09/2023 _____

Month

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
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 Year _____

M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F

Daily Checks

Waste Collection: bin/bag emptied																									
Shut-off Gates: Correct number open for use																									
Hose & Hoods: in good condition & clear of blockages																									
Extraction Unit is Operated: before production commences																									
Airflow Indicators: operating & in the green																									
Collection Hoods: correctly positioned for use																									
Filter Cleaning Mechanism: operated on shutdown																									

Weekly Checks

Filter Condition: clear of blockages, with no signs of break through																								
Air Mover (Motor & Fan): operating as designed, with no additional noise or vibration																								
Unit Condition: the extraction unit, components & seals are in good order																								
Ducting Components: in good order, with no blockages & fit for use. (incl. ducting, gates, hose,																								

Checks Carried Out By: _____

HSE require that this document be kept as part of an ongoing record of maintenance for a minimum of 5 years

Fault	Date Resolved	Resolved By