  

Packing House and Storage Facility-Quarterly Inspection Log

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| **Date** | **Light Fixtures** | **Hoist** | **Box Storage Area** | **Doors** |  |  | **Employee Name** |
| Checked | Cleaned | Checked | Cleaned | Checked | Cleaned | Checked | Cleaned |  |  |  |  |
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Sheet Reviewed by: on

(Management) (Date)

Sample record keeping sheet. Modify to fit your operation. November 2018