

# Workshop Drill Press Inspection Template

Inspector Name

Date

Workshop/Location

Machine ID / Serial Number

## Inspection Checklist

Inspection Item	Status (Pass/Fail/NA)	Comments
Overall cleanliness & work area clear		
All guards in place and secure		
Emergency stop functions correctly		
Electrical cord and plug condition		
Belt and pulley guards secure		
Chuck key removed from chuck		
Workpiece securely clamped		
No loose clothing/hair/jewelry		
Personal Protective Equipment used		
No signs of damage or defect on drill press		

Additional Notes

Inspector Signature

Signature Date

