**Equipment Log Example**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Item and identification** | *60m dynamic rope – with red tag* | | | **Item and identification** |  | | |
| **Date and staff sign out (initial)** | **Logged hours or other key use indicator** | **Defects/maintenance required and action taken** | **Date and staff sign-in (initial)** | **Date and staff sign-out (initial)** | **Logged hours or other key use indicator** | **Defects/maintenance required and action taken** | **Date and staff sign-in (initial)** |
| *25.7.12*  *GR* | *8 single pitch climbs* | *nil* | *26.7.12*  *GR* |  |  |  |  |
| *28.7.12*  *DF* | *6 single pitch , 2 significant falls* | *nil* | *28.7.12*  *DF* |  |  |  |  |
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|  |  |  |  |  |  |  |  |
| **Total use summary** | *Single pitch climbs: 14*  *Significant falls: 2* | | | **Total use summary** |  | | |
| **Retirement point** | *2015 or ‘x’ # significant falls* | | | **Retirement point** |  | | |
| **If item is retired update the Equipment Register** | | | | | | | |

*Ensure there is a system when transferring logged hours to the next log sheet e.g:*

*New log sheet started by :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Manager/senior staff member checked:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_*