



Farm Workshop Tool Inventory And Maintenance Schedule 2026 Checklist

Hand Tool Inventory & Condition Audit

A complete census of all manual tools (wrenches, hammers, screwdrivers, etc.) including current quantity, physical condition, and replacement needs.

Tool Name/Description

Write something...

Current Quantity in Stock

Enter a number...

Physical Condition

- ☐ New/Excellent
- ☐ Good (Usable)
- ☐ Fair (Needs Repair)
- ☐ Poor (Requires Replacement)

Identified Issues

- ☐ Rust/Corrosion
- ☐ Broken/Bent
- ☐ Missing Parts
- ☐ Dull/Blunt
- ☐ None

Detailed Condition Notes

Write something...

Audit Completion Date

Enter date...

Auditor Signature

Power Tool & Electric Equipment Inspection

Safety and functionality checks for drills, grinders, saws, and other motorized tools, focusing on cord integrity, battery health, and motor performance.

Inspection Date

Enter date...

Tool Name/ID

Write something...

Power Source Type

- ☐ Corded Electric
- ☐ Battery Powered (Cordless)
- ☐ Pneumatic/Air Powered

Inspection Checklist Items

- ☐ Power cord/cable integrity check
- ☐ Battery casing and terminal inspection
- ☐ Switch and trigger functionality
- ☐ Guard and safety shield security
- ☐ Motor noise and vibration assessment

Tool Operational Status

- ☐ Operational
- ☐ Requires Minor Repair
- ☐ Out of Service / Dangerous

Defects or Maintenance Notes Found

Write something...

Photo of Identified Damage

 Upload File

Inspector Signature



Pneumatic & Hydraulic Tool Maintenance

Inspection of air compressors, hoses, fittings, and hydraulic jacks, specifically checking for leaks, pressure regulation, and lubrication levels.

Inspection Date

Enter date...

Compressor Oil Level Status

- ☐ Optimal
- ☐ Low - Needs Refill
- ☐ Critical - Immediate Action Required

Current System Pressure (PSI/Bar)

Enter a number...

Leakage Points Identified

- ☐ Air Hoses
- ☐ Couplers/Fittings
- ☐ Hydraulic Cylinders
- ☐ Pressure Gauges
- ☐ Tank/Reservoir

Repair Notes & Observations

Write something...

Technician/Inspector Signature

Workshop Machinery & Stationary Equipment Review

Detailed maintenance logs for heavy workshop machinery such as drill presses, lathes, or metalworking equipment, including belt tension and blade sharpness.

Machine Name/ID

Write something...

Operational Status

- ☐ Fully Functional
- ☐ Needs Minor Repair
- ☐ Out of Service
- ☐ Critical Failure

Inspection Checkpoints Completed

- ☐ Belt Tension & Alignment
- ☐ Lubrication & Oil Levels
- ☐ Blade/Bit Sharpness
- ☐ Safety Guard Integrity
- ☐ Electrical Connection Check

Last Service Date

Enter date...

Engine/Motor Hours

Enter a number...

Maintenance Notes & Observations

Write something...

Technician Verification

Consumables & Workshop Supplies Stock Level

Monitoring essential workshop supplies such as lubricants, cleaning solvents, fasteners, adhesives, and grinding discs to prevent operational downtime.

Supply Item Name

Current Stock Quantity

Minimum Reorder Point

Stock Status

- ☐ Sufficient
- ☐ Low Stock - Reorder Soon
- ☐ Urgent - Out of Stock

Last Restock Date

Enter date...

Purchase Invoice/Receipt

 Upload File

Inventory Auditor Signature

Workshop Safety & PPE Compliance

Verification of safety equipment availability, including eye protection, earplugs, gloves, and the functionality of fire extinguishers and first aid kits.

PPE Items Inspected

- ☐ Safety Glasses/Goggles
- ☐ Hearing Protection (Earplugs/Muffs)
- ☐ Work Gloves (Mechanic/Cut-resistant)
- ☐ Respiratory Protection (Dust Masks/Respirators)
- ☐ Safety Boots
- ☐ Face Shields

Fire Extinguisher Pressure Check

- ☐ Pass (In Green Zone)
- ☐ Fail (Requires Refill/Replacement)
- ☐ Not Applicable

Last Safety Inspection Date

Enter date...

Deficiencies or Safety Hazards Identified

Write something...

Photo of Safety Equipment Condition

 Upload File

Safety Officer Verification

Precision Measuring Instrument Calibration

Regular calibration checks for calipers, micrometers, levels, and gauges to ensure accuracy for farm repairs and equipment adjustments.

Last Calibration Date

Enter date...

Next Scheduled Calibration Date

Enter date...

Instrument Type

- ☐ Digital Caliper
- ☐ Micrometer
- ☐ Pressure Gauge
- ☐ Laser Level
- ☐ Moisture Meter

Measured Deviation (mm/unit)

Enter a number...

Calibration Status

- ☐ Pass
- ☐ Fail - Needs Repair
- ☐ Out of Calibration - Needs Recertification

Upload Calibration Certificate

 Upload File

Technician Verification

Workshop Organization & Workspace Cleanliness

A routine assessment of workbench organization, floor cleanliness (oil/grease removal), and the implementation of 5S or similar organizational standards.

Workshop Cleanliness Rating

- ☐ Excellent (Organized and Clean)
- ☐ Acceptable (Minor Clutter)
- ☐ Poor (Requires Immediate Attention)
- ☐ Unsafe (Hazardous Accumulation of Debris)

Areas Cleared of Debris

- ☐ Workbenches
- ☐ Floors/Aisles
- ☐ Tool Storage Racks
- ☐ Machinery Surfaces
- ☐ Waste Disposal Bins

Identified Clutter or Obstructions

Write something...

Inspection Date

Enter date...

Inspector Signature

Workshop Condition Photo

 **Upload File**

Scheduled Maintenance & Service Log 2026

A calendar-based tracking section for upcoming service dates, oil changes, and deep-cleaning tasks required for all registered workshop assets.

Scheduled Service Date

Enter date...

Equipment/Tool Name

Write something...

Maintenance Type

- ☐ Routine Inspection
- ☐ Lubrication/Oiling
- ☐ Part Replacement
- ☐ Calibration
- ☐ Deep Cleaning

Maintenance Performed & Notes

Write something...

Service Receipt or Invoice

 Upload File

Technician/Operator Signature



Disposal & Hazardous Waste Management

Procedures for the safe disposal of used oils, depleted batteries, and scrap metal in compliance with 2026 environmental regulations.

Type of Waste Disposed

- ☐ Used Motor Oil
- ☐ Empty Chemical/Pesticide Containers
- ☐ Spent Batteries
- ☐ Scrap Metal
- ☐ Degreasers & Solvents
- ☐ Oily Rags/Absorbents

Quantity Disposed (Liters/kg/Units)

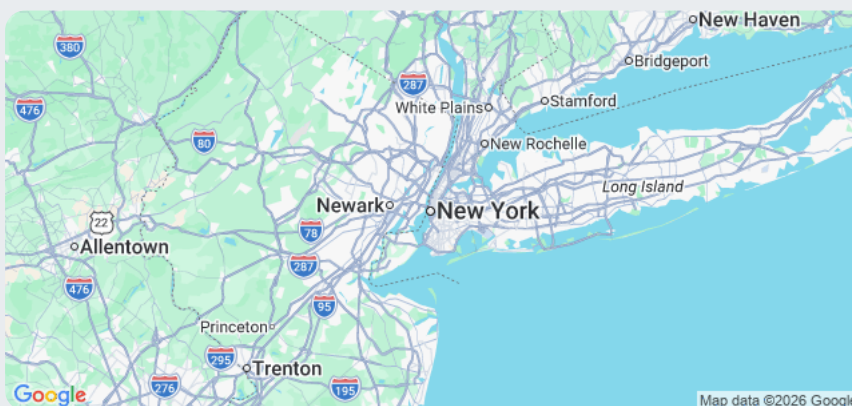
Enter a number...

Disposal Date

Enter date...

Disposal Site/Collection Point

 [Set My Current Location](#)



Disposal Receipt or Manifest Upload

 [Upload File](#)

Waste Handler/Supervisor Verification

< Previous

> Next

✔ Finish

✎ Generate Sample Report