

Major Inspection Preparation Checklist

How to prepare an EWP and its records before a 10-year major inspection — so the strip-down starts on day one, not after a paperwork chase.

WHY PREPARATION MATTERS

A 10-year major inspection is a planned strip-down, not a quick check. The machines that move through the workshop fastest are the ones that arrive with complete records, known history and the owner's decisions already made. Use this checklist in the weeks before your unit is booked in.

RECORDS TO GATHER

- ☐ Operator logbook, including daily pre-start records for the recent period
- ☐ Previous inspection reports — routine, annual and any earlier major inspection
- ☐ Maintenance and repair history, including any structural repairs and who performed them
- ☐ Manufacturer documentation — operator manual, service manual if held, and any service bulletins received
- ☐ For insulated units: dielectric test certificates and any liner/bucket test records
- ☐ Details of any incident, overload or impact the machine has been involved in, even if repaired

MACHINE PREPARATION

- ☐ Clean the machine, especially booms, welds and the slew area — inspectors cannot assess what they cannot see
- ☐ Note any known defects, leaks, or controls that behave inconsistently, and list them for the inspector
- ☐ Ensure the machine can be transported or driven to the workshop with current registration if road-going
- ☐ Remove site-specific attachments and loose gear from the platform and storage bins

DECISIONS TO MAKE BEFORE THE MACHINE ARRIVES

- ☐ Repair authority — agree in advance how discovered defects will be quoted and approved, so the machine is not parked waiting on a phone call.
- ☐ Parts strategy — for older units, discuss likely wear items and lead times before strip-down begins.
- ☐ Coverage — decide whether you need a hire unit while the machine is out of service, and arrange it early.
- ☐ Scope — confirm whether NDT, load testing and (for insulated units) dielectric testing will be handled in the same visit.

BOOKING DETAILS

Fleet no.: _____ Make / model: _____ Serial no.: _____
Date of manufacture: _____ Booked date: _____ Contact: _____

QUESTIONS TO ASK YOUR INSPECTION PROVIDER

- ☐ Who signs off the inspection, and what are their qualifications?

%What does the written report include, and when will I receive it?

%How are discovered defects communicated and approved during the strip-down?

%Is testing (NDT, load test, dielectric where applicable) included in the same scope?

