

## **Practical Work Day P & C Tools and Equipment Record**

### **Details of Group and Activity**

Name of Group:

Name of Green Space/ Location of Activity:

Date of Activity:

Practical Work Day Approval Form Completed? Yes/No

Activity Approved By:

### **Contact Details For Group:**

Name:

Address:

Telephone No:

Email:

### **Equipment Issue Date:**

**Issued From:** Meersbook Park Offices, Brook Road, Sheffield, S8 9FL

### **Equipment Return Date (if applicable):**

**Items Returned To:** Meersbook Park Offices, Brook Road, Sheffield, S8 9FL

**Equipment Issued – see overleaf**

## Tools and Equipment Issued and/or Loaned

### Tools

<b>Tools:</b>	<b>Quantity</b>	<b>Due Return Date</b>	<b>Actual Return Date</b>	<b>Checked By (initials)</b>
Spades				
Forks				
Shovels				
Grass Rakes				
Garden Rakes				
Brushes				
Small Hoes				
Hand Forks				
Hand Trowels				

### PPE Items

<b>PPE Items</b>	<b>Quantity</b>	<b>Loaned (L) or Provided (P)?</b>	<b>Due Return Date</b>	<b>Date returned</b>
Disposable Gloves		Provided	N/A	N/A
Rigger Gloves				
Latex/knit Gloves				
Hi-visibility Vests				

### Clean-up Items

<b>Clean up items</b>	<b>Quantity</b>	<b>Loaned (L) or Provided (P)?</b>	<b>Due Return Date</b>	<b>Date returned</b>
Litter Pickers				
Handi Hoops				
Poopscoops				
Black Sacks		Provided	N/A	N/A
Graffiti Wipes		Provided	N/A	N/A
Graffiti Sprays		Provided	N/A	N/A

### Notes: