

EYEWASH STATION / BOX MONTHLY CHECKLIST

This checklist should be used to check the condition and contents of an Eyewash station or portable eyewash kit.

Eyewash Kit Location and / or ID number:	Current Year:		Kit expiry date: <small>The kit expiry date should be given as the date by which the first item in the kit expires.</small>										
	Monthly Check (✓ = ok X = Restock / issue identified)												
Item(s):	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	
Outer box or wall mount (Condition Check).													
Is the box free from dust, dirt, or other contamination?													
Does the station have a minimum of 1L of eyewash solution? (e.g. x2 500ml bottles)													
Are the eyewash bottles and pods (if pods are available) intact with unbroken seals?													
Does the saline fluid appear clear, and not cloudy?													
Are the eyewash bottles and pods in date?													
Is the station able to securely hold the eyewash bottles?													
Are there at least x2 sterile eye bandages in the station/kit?													
Are the sterile eye pads still in date?													
The mirror (if relevant) is present, unbroken and clear for use.													
Initials of the person carrying out the check.													

Issues with either individual items in the eyewash station / eyewash kit or with complete stations or kits should be detailed on page 2 and immediately reported to the responsible person for remedy.

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Restock Record

Date	Missing / Damaged / Restocked Item(s)	Comments	Signature of person Restocking

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