The Inspection Follow-Through Check

Five questions, five minutes. Pick one real vehicle, site or machine, not a hypothetical one, and answer honestly.

1	When someone last reported a defect or hazard, can you show who owned the fix, the due date and when it was closed?	☐ Yes	☐ Unsure	☐ No
2	Which inspections were due last week but didn't happen, and how would you know?	☐ Yes	☐ Unsure	☐ No
3	Could you pull up the last fault found on a particular vehicle, machine or site, and what was done about it, within a few minutes?	☐ Yes	☐ Unsure	☐ No
4	When a form says "No", does it tell you what the problem is, or is "No" the whole answer?	☐ Yes	☐ Unsure	☐ No
5	If your most diligent supervisor was away for a month, what would stop happening?	☐ Yes	☐ Unsure	☐ No

Fewer than three confident "Yes" answers? You probably have a recording process rather than an inspection process. That's common, and it's fixable.

/ 5

Your Yes count

How to close the loop

1. Capture it
Describe the problem and attach a photo.

2. Own it
Name a person and set a due date.

3. Chase it
Make overdue items visible.

4. Verify it
Confirm the fix and record how.

5. Keep it
Hold it all in one searchable place.

An inspection isn't finished when the checklist is submitted.

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