FREE FACILITIES & PROPERTY EQUIPMENT CONDITION ASSESSMENT TEMPLATE

Equipment Condition Assessment Checklist

Use this 60-point checklist to assess physical integrity, operating performance, mechanical and electrical health, fluids and environment, safety, maintenance effectiveness, reliability, obsolescence, condition score, remaining life, repair-versus-replace priority, and final sign-off.

Property / building	Assessment date	Equipment ID / group	Assessor / asset owner

Internal Facilities & Property template. Apply manufacturer instructions, approved maintenance and engineering procedures, specialist inspection or testing requirements, safe-work rules, lifecycle and capital criteria, service contracts, and local regulatory requirements as controlling references.

1. Assessment scope, equipment register, identification, criticality, service duty, and baseline condition

1 **Confirm the property, building, equipment area, assessment date, equipment group, and equipment-condition assessment scope are clearly identified.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Establish the equipment baseline before scoring condition. Confirm identity, location, service duty, criticality, age where known, and the previous condition grade so changes...

2 **Verify each sampled item can be matched to the equipment or asset register using equipment ID, location, type, make or model where used, and service duty.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Establish the equipment baseline before scoring condition. Confirm identity, location, service duty, criticality, age where known, and the previous condition grade so changes...

3 **Confirm operational criticality, safety significance, redundancy, business impact, and service dependency are current where these classifications are maintained.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Establish the equipment baseline before scoring condition. Confirm identity, location, service duty, criticality, age where known, and the previous condition grade so changes...

4 **Record installation date or estimated age, operating hours or duty cycle where available, environment, and any known design or capacity constraints relevant to condition.** ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Establish the equipment baseline before scoring condition. Confirm identity, location, service duty, criticality, age where known, and the previous condition grade so changes...

5 **Review the previous condition grade, major defects, breakdown history, repeated alarms, temporary repairs, and unresolved corrective actions before field assessment.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Establish the equipment baseline before scoring condition. Confirm identity, location, service duty, criticality, age where known, and the previous condition grade so changes...

6 **Record property, equipment ID or group, assessment date, assessor, maintenance owner, facilities owner, previous condition grade, and next review date.** ASSESS

FINAL SCORE | Enter	LIFECYCLE ACTION | Enter	ASSET OWNER | Enter	MANAGEMENT APPROVAL | Enter

Execution tip: Establish the equipment baseline before scoring condition. Confirm identity, location, service duty, criticality, age where known, and the previous condition grade so changes...

2. Physical integrity, casing, frames, foundations, supports, corrosion, coatings, damage, and external deterioration

7 **Inspect equipment casing, frame, housings, panels, doors, covers, base, skid, and visible structural elements for cracking, deformation, impact, or deterioration.** CRITICAL ASSESS

Serviceable | Repair / monitor | Replace

LIVE PHOTO | Add

Execution tip: Physical deterioration can reveal loss of structural integrity or environmental protection before the equipment fails functionally. Record severity and progression, not only...

8 **Check foundations, plinths, mounts, anchors, brackets, supports, fasteners, and fixing points for looseness, cracking, corrosion, settlement, or abnormal movement.** CRITICAL ASSESS

Serviceable | Repair / monitor | Replace

LIVE PHOTO | Add

Execution tip: Physical deterioration can reveal loss of structural integrity or environmental protection before the equipment fails functionally. Record severity and progression, not only...

9 **Inspect for corrosion, rust, pitting, coating breakdown, chemical attack, weathering, UV damage, salt exposure, or other environmental deterioration.** CRITICAL ASSESS

Serviceable | Repair / monitor | Replace

LIVE PHOTO | Add

Execution tip: Physical deterioration can reveal loss of structural integrity or environmental protection before the equipment fails functionally. Record severity and progression, not only...

10 **Check seals, gaskets, access panels, doors, hinges, latches, handles, inspection covers, and closures for secure fit and protection against contamination or weather.** CRITICAL ASSESS

Serviceable | Repair / monitor | Replace

LIVE PHOTO | Add

Execution tip: Physical deterioration can reveal loss of structural integrity or environmental protection before the equipment fails functionally. Record severity and progression, not only...

11 **Verify asset labels, equipment nameplates, rating plates, warning labels, flow or rotation indicators, and identification markings remain legible where required.** ASSESS

Serviceable | Repair / monitor | Replace

LIVE PHOTO | Add

Execution tip: Physical deterioration can reveal loss of structural integrity or environmental protection before the equipment fails functionally. Record severity and progression, not only...

12 **Escalate severe corrosion, unstable supports, cracked frames, deformation, missing covers, exposed internal components, or physical damage that may affect safe continued service.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Physical deterioration can reveal loss of structural integrity or environmental protection before the equipment fails functionally. Record severity and progression, not only...

3. Operational performance, output, capacity, efficiency clues, controls, alarms, and functional reliability

13 **Confirm the equipment starts, stops, cycles, moves, controls, pumps, cools, heats, powers, senses, or otherwise performs its intended function where safe and appropriate to verify.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Assess whether the equipment still delivers its required service, not simply whether it can run. Reduced output, unstable control, repeated resets, or chronic alarms are...

14 **Compare current output, capacity, speed, flow, temperature, pressure, power, response time, or other relevant performance indicator with the expected service requirement.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Assess whether the equipment still delivers its required service, not simply whether it can run. Reduced output, unstable control, repeated resets, or chronic alarms are...

15 **Review local controls, displays, indicators, alarms, fault codes, interlocks, remote monitoring, BMS status, or operating logs for recurring or unresolved abnormal conditions.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Assess whether the equipment still delivers its required service, not simply whether it can run. Reduced output, unstable control, repeated resets, or chronic alarms are...

16 **Check for unstable operation, hunting, repeated resets, nuisance trips, slow response, reduced capacity, excessive cycling, or intermittent service failure.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Assess whether the equipment still delivers its required service, not simply whether it can run. Reduced output, unstable control, repeated resets, or chronic alarms are...

17 **Review operator, occupant, service-desk, and maintenance feedback for recurring complaints, performance decline, intermittent faults, or reliability concerns.** ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Assess whether the equipment still delivers its required service, not simply whether it can run. Reduced output, unstable control, repeated resets, or chronic alarms are...

18 **Escalate equipment that cannot reliably meet required duty, has repeated uncontrolled alarms or trips, or shows material functional decline requiring corrective or lifecycle action.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Assess whether the equipment still delivers its required service, not simply whether it can run. Reduced output, unstable control, repeated resets, or chronic alarms are...

4. Mechanical health, bearings, belts, couplings, alignment, lubrication, vibration, noise, wear, and movement

19 **Inspect accessible bearings, shafts, belts, chains, couplings, pulleys, gears, rollers, wheels, linkages, and other moving mechanical components.** CRITICAL ASSESS

Serviceable | Repair / monitor | Replace

LIVE PHOTO | Add

Execution tip: Use mechanical clues together. Vibration, heat, looseness, belt wear, oil residue, bearing noise, and alignment problems often indicate a developing failure mechanism.

20 **Check for abnormal vibration, rattling, knocking, grinding, squealing, imbalance, looseness, excessive play, or abnormal movement during operation where observable.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Use mechanical clues together. Vibration, heat, looseness, belt wear, oil residue, bearing noise, and alignment problems often indicate a developing failure mechanism.

21 **Inspect belts, chains, couplings, pulleys, tensioners, guards, fasteners, and alignment clues for wear, cracking, fraying, glazing, slackness, or displacement.** CRITICAL ASSESS

Serviceable | Repair / monitor | Replace

LIVE PHOTO | Add

Execution tip: Use mechanical clues together. Vibration, heat, looseness, belt wear, oil residue, bearing noise, and alignment problems often indicate a developing failure mechanism.

22 **Review lubrication condition, visible oil or grease level, leakage, contaminated lubricant, dry bearings, lubrication intervals, and signs of overheating where applicable.** CRITICAL ASSESS

Serviceable | Repair / monitor | Replace

LIVE PHOTO | Add

Execution tip: Use mechanical clues together. Vibration, heat, looseness, belt wear, oil residue, bearing noise, and alignment problems often indicate a developing failure mechanism.

23 **Review vibration, alignment, bearing temperature, oil analysis, wear-debris, or other condition-monitoring results where included in the maintenance programme.** ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Use mechanical clues together. Vibration, heat, looseness, belt wear, oil residue, bearing noise, and alignment problems often indicate a developing failure mechanism.

24 **Escalate severe vibration, bearing distress, major wear, failed couplings or belts, abnormal heat, lubricant loss, or mechanical condition suggesting imminent or escalating failure.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Use mechanical clues together. Vibration, heat, looseness, belt wear, oil residue, bearing noise, and alignment problems often indicate a developing failure mechanism.

5. Electrical and control condition, motors, cables, panels, connections, overheating clues, trips, and control-system health

25 **Inspect accessible motors, starters, drives, electrical enclosures, control boxes, isolators, cable entries, conduit, flexible connections, and associated external wiring.**

CRITICAL ASSESS

Serviceable | Repair / monitor | Replace

LIVE PHOTO | Add

Execution tip: Routine condition assessment should stay within the assessor's authorization. Intrusive or energized testing should be assigned to appropriately qualified electrical personnel.

26 **Check for heat discoloration, burned odor, soot, melted insulation, loose external fittings, corrosion, damaged cables, water ingress, or contamination around electrical equipment.**

CRITICAL ASSESS

Serviceable | Repair / monitor | Replace

LIVE PHOTO | Add

Execution tip: Routine condition assessment should stay within the assessor's authorization. Intrusive or energized testing should be assigned to appropriately qualified electrical personnel.

27 **Review available current, voltage, power, temperature, trip history, VFD fault history, run hours, load, or other approved electrical-condition indicators.**

ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Routine condition assessment should stay within the assessor's authorization. Intrusive or energized testing should be assigned to appropriately qualified electrical personnel.

28 **Confirm panel covers, doors, blanks, cable glands, seals, labels, cooling fans, filters, and visible grounding or bonding features remain secure and serviceable.**

CRITICAL ASSESS

Serviceable | Repair / monitor | Replace

LIVE PHOTO | Add

Execution tip: Routine condition assessment should stay within the assessor's authorization. Intrusive or energized testing should be assigned to appropriately qualified electrical personnel.

29 **Check control sensors, switches, relays, actuators, instrumentation, local/remote commands, communication status, and control stability for recurring defects where applicable.**

CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Routine condition assessment should stay within the assessor's authorization. Intrusive or energized testing should be assigned to appropriately qualified electrical personnel.

30 **Escalate exposed electrical hazards, overheating clues, repeated trips, failed controls, water ingress, damaged insulation, failed cooling, or electrical defects requiring qualified review.**

CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Routine condition assessment should stay within the assessor's authorization. Intrusive or energized testing should be assigned to appropriately qualified electrical personnel.

6. Fluids, pressure systems, hoses, seals, leaks, cooling, temperature, contamination, and environmental stress

31 **Inspect hoses, pipes, tubing, fittings, flanges, valves, seals, gaskets, reservoirs, tanks, drains, and fluid connections associated with the equipment.**

CRITICAL ASSESS

Serviceable | Repair / monitor | Replace

LIVE PHOTO | Add

Execution tip: Condition assessment should connect leaks and temperature problems to their effects on reliability, corrosion, electrical risk, housekeeping, and surrounding equipment.

32 **Check for oil, water, coolant, refrigerant-system observations, hydraulic fluid, fuel, chemical, or other leakage indicators appropriate to the equipment type.**

CRITICAL ASSESS

Serviceable | Repair / monitor | Replace

LIVE PHOTO | Add

Execution tip: Condition assessment should connect leaks and temperature problems to their effects on reliability, corrosion, electrical risk, housekeeping, and surrounding equipment.

33 **Inspect hoses, flexible connectors, seals, bellows, insulation, and vibration isolators for cracking, swelling, abrasion, brittleness, wetness, or deterioration.**

CRITICAL ASSESS

Serviceable | Repair / monitor | Replace

LIVE PHOTO | Add

Execution tip: Condition assessment should connect leaks and temperature problems to their effects on reliability, corrosion, electrical risk, housekeeping, and surrounding equipment.

34 **Review fluid level, pressure, operating temperature, coolant condition, oil quality, drainage, filter differential, or other relevant condition readings where available.**

ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Condition assessment should connect leaks and temperature problems to their effects on reliability, corrosion, electrical risk, housekeeping, and surrounding equipment.

35 **Assess dust, moisture, condensation, heat, humidity, corrosive atmosphere, outdoor exposure, blocked ventilation, or contamination that may accelerate deterioration.**

CRITICAL ASSESS

Serviceable | Repair / monitor | Replace

LIVE PHOTO | Add

Execution tip: Condition assessment should connect leaks and temperature problems to their effects on reliability, corrosion, electrical risk, housekeeping, and surrounding equipment.

36 **Escalate uncontrolled leakage, rapid fluid loss, pressure concern, failed cooling, severe contamination, repeated overheating, or environmental exposure causing progressive equipment damage.**

CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Condition assessment should connect leaks and temperature problems to their effects on reliability, corrosion, electrical risk, housekeeping, and surrounding equipment.

7. Safety features, guarding, interlocks, emergency controls, access, protection, warnings, and safe-service condition

37 **Inspect guards, covers, shields, barriers, enclosures, protective screens, access doors, handrails, and other physical safeguards associated with the equipment.** CRITICAL ASSESS

Serviceable | Repair / monitor | Replace

LIVE PHOTO | Add

Execution tip: An equipment condition rating should never hide a missing critical safeguard. Safety defects should be treated independently from cosmetic or routine maintenance issues.

38 **Check emergency stops, local isolators, safety switches, limit devices, interlocks, shutdowns, trips, protective relays, or alarms where included in the approved assessment scope.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: An equipment condition rating should never hide a missing critical safeguard. Safety defects should be treated independently from cosmetic or routine maintenance issues.

39 **Confirm hazard labels, operating limitations, warning signs, restricted-access markings, lockout points, and emergency instructions remain legible where required.** CRITICAL ASSESS

Serviceable | Repair / monitor | Replace

LIVE PHOTO | Add

Execution tip: An equipment condition rating should never hide a missing critical safeguard. Safety defects should be treated independently from cosmetic or routine maintenance issues.

40 **Inspect maintenance access, working clearance, lighting, housekeeping, platforms, steps, ladders, service space, and surrounding area for conditions affecting safe service.** CRITICAL ASSESS

Serviceable | Repair / monitor | Replace

LIVE PHOTO | Add

Execution tip: An equipment condition rating should never hide a missing critical safeguard. Safety defects should be treated independently from cosmetic or routine maintenance issues.

41 **Verify guards, covers, panels, safety devices, interlocks, or barriers disturbed during recent maintenance have been correctly restored and are not intentionally bypassed.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: An equipment condition rating should never hide a missing critical safeguard. Safety defects should be treated independently from cosmetic or routine maintenance issues.

42 **Escalate missing safeguards, defeated interlocks, failed emergency controls, unsafe access, exposed hazards, or other conditions that may require equipment restriction or isolation.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: An equipment condition rating should never hide a missing critical safeguard. Safety defects should be treated independently from cosmetic or routine maintenance issues.

8. Maintenance effectiveness, breakdown history, recurring repairs, spare parts, specialist support, obsolescence, and maintainability

43 **Review preventive-maintenance completion, service frequency, specialist maintenance, inspections, lubrication, filter or consumable changes, and required testing for the equipment.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Assess maintainability as part of condition. Increasing repair frequency, unavailable parts, unsupported controls, and repeated temporary fixes can make an apparently...

44 **Check breakdown frequency, downtime, emergency callouts, repeat resets, temporary repairs, repeat component failures, and reliability trends where data is available.** ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Assess maintainability as part of condition. Increasing repair frequency, unavailable parts, unsupported controls, and repeated temporary fixes can make an apparently...

45 **Review major component replacements, refurbishments, modifications, upgrades, retrofits, or engineering changes that materially affect current condition and maintainability.** ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Assess maintainability as part of condition. Increasing repair frequency, unavailable parts, unsupported controls, and repeated temporary fixes can make an apparently...

46 **Assess availability of critical spares, consumables, replacement assemblies, technical support, software support, specialist contractors, and manufacturer support where relevant.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Assess maintainability as part of condition. Increasing repair frequency, unavailable parts, unsupported controls, and repeated temporary fixes can make an apparently...

47 **Identify obsolete components, discontinued equipment, unsupported controls, proprietary dependencies, long lead times, or repeated cannibalization that increase maintenance risk.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Assess maintainability as part of condition. Increasing repair frequency, unavailable parts, unsupported controls, and repeated temporary fixes can make an apparently...

48 **Escalate equipment with chronic repair dependence, severe parts constraints, unsupported technology, worsening reliability, or maintenance burden inconsistent with acceptable lifecycle risk.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Assess maintainability as part of condition. Increasing repair frequency, unavailable parts, unsupported controls, and repeated temporary fixes can make an apparently...

9. Condition score, reliability risk, remaining-life estimate, repairability, refurbishment, replacement priority, and lifecycle decision

49 **Assign a current condition score using the organization's approved scale and record the physical, functional, maintenance, and reliability evidence supporting the rating.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Keep the score evidence-based. Use the same rating logic across equipment and document why repair, monitor, refurbish, or replace is recommended.

50 **Rate defect severity using safety impact, service impact, probability of failure, deterioration rate, recurrence, criticality, redundancy, and repair urgency.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Keep the score evidence-based. Use the same rating logic across equipment and document why repair, monitor, refurbish, or replace is recommended.

51 **Estimate remaining-service-life range or lifecycle outlook using age, duty, wear, corrosion, performance decline, breakdown history, obsolescence, and specialist input where appropriate.** ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Keep the score evidence-based. Use the same rating logic across equipment and document why repair, monitor, refurbish, or replace is recommended.

52 **Assess whether the equipment is suitable for routine repair, enhanced monitoring, component replacement, refurbishment, major overhaul, upgrade, restricted operation, or full replacement.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Keep the score evidence-based. Use the same rating logic across equipment and document why repair, monitor, refurbish, or replace is recommended.

53 **Compare repair burden, downtime risk, maintainability, parts support, energy or operating performance, lifecycle cost, and business impact when prioritizing repair versus replacement.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Keep the score evidence-based. Use the same rating logic across equipment and document why repair, monitor, refurbish, or replace is recommended.

54 **Escalate equipment with critical condition, poor reliability, unsupported operation, unacceptable safety or service risk, or replacement priority requiring management or capital decision.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Keep the score evidence-based. Use the same rating logic across equipment and document why repair, monitor, refurbish, or replace is recommended.

10. Assessment result, corrective actions, monitoring plan, reinspection, capital follow-up, condition trends, and final sign-off

55 **Classify each finding by physical integrity, mechanical, electrical or controls, leakage or environment, safety feature, performance, maintainability, obsolescence, lifecycle, or other approved category.** ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Finish with a decision, not only a score. Each significant finding should have a repair, monitoring, specialist-review, restriction, refurbishment, or replacement path.

56 **Prioritize actions using safety risk, service criticality, failure likelihood, deterioration rate, downtime impact, repair lead time, redundancy, and business consequence.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Finish with a decision, not only a score. Each significant finding should have a repair, monitoring, specialist-review, restriction, refurbishment, or replacement path.

57 **Create or link corrective maintenance, specialist testing, engineering review, condition monitoring, parts procurement, refurbishment, upgrade, restricted operation, or replacement planning with named owners and due dates.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Finish with a decision, not only a score. Each significant finding should have a repair, monitoring, specialist-review, restriction, refurbishment, or replacement path.

58 **Define the monitoring plan for equipment remaining in service with accepted deterioration, including reading, vibration, temperature, leak, photo, alarm, or shorter assessment intervals where applicable.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Finish with a decision, not only a score. Each significant finding should have a repair, monitoring, specialist-review, restriction, refurbishment, or replacement path.

59 **Verify significant repairs or interventions through reinspection, updated readings, live photos, functional checks, specialist reports, or revised condition score before closure.** CRITICAL ASSESS

Assessment item	Score / result	Owner	Evidence	Lifecycle action

Execution tip: Finish with a decision, not only a score. Each significant finding should have a repair, monitoring, specialist-review, restriction, refurbishment, or replacement path.

60 **Record final condition score, lifecycle recommendation, critical open defects, operating restrictions, monitoring frequency, repair or replacement priority, next assessment date, assessor, maintenance owner, facilities owner, and management approval.** CRITICAL ASSESS

FINAL SCORE | Enter	LIFECYCLE ACTION | Enter	ASSET OWNER | Enter	MANAGEMENT APPROVAL | Enter

Execution tip: Finish with a decision, not only a score. Each significant finding should have a repair, monitoring, specialist-review, restriction, refurbishment, or replacement path.