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| **School / Division / Unit:** |  | **Date last updated:** |  |
| **Department** |  | **Responsible staff member:** |  |
| **Campus** |  | **Signoff by Head School / Division / Unit :** |  |

| **Plant Inventory No** | **Description of Plant** | **Location:**  **Campus**  **Building**  **Room** | **Details of Plant**  **Manufacturer**  **Model and year** | **Serial Numbers**  **If applicable** | **Risk Assessment**  **Record Code and date** | **Registration**  **Certificate No.**  **renewal date** | **External Inspection**  **Type of inspection**  **Due date** | **Internal inspection**  **Type of inspection**  **due date** |
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