

Operator Rounds

Standardized Round Sheet & Issue Log

Run the same equipment checks every shift, catch early signs of wear or malfunction, and flag any issue straight to the maintenance team.



Also available digitally

This checklist can also be completed on a **phone, tablet or PC** in flowdit. Add photos, notes and actions to each item, and generate the report automatically.

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Area / line		Date	
Operator		Shift	

Equipment checks	OK	Not OK	N/A	Notes
No abnormal noise				
No abnormal vibration				
No leaks (oil, air, coolant, water)				
Temperatures within normal range				
Pressure gauges within range				
Lubrication levels adequate				
Safety guards and interlocks in place				
Warning lights / indicators normal				
Housekeeping and access clear				
Instruments and controls responding correctly				

Issues found

Route flagged items to the maintenance team

#	Issue / abnormality	Asset	Reported to	Action / status
1				
2				
3				
4				
5				
6				
7				
8				

Consistency is key: follow the standardized checklist every round, document findings accurately, and communicate them promptly to maintenance.