

Appendix 6

INCIDENT CHECKLIST R1

To be read in conjunction with document BH1422 Arunlea Private Water Supply Management Plan R2

Date	Person reviewing	Actions
25.02.26	Simon Parsons	Added cover sheet

Telemetry Fault and/or Incident - Plant Room Inspection checklist

Please tick or note value in each box to record that each action has been carried out/recorded and sign off to confirm the check has been completed.

Name of site: Arunlea Inspired Villages, Broadbridge Heath, Horsham, RH13 0QN

Date of incident:/...../.....

Date of inspection:/...../.....

Description of incident:

Checklist completed by:

Name: Signature:

Item	Record findings/error codes as a result of failure
Check all control panels for error messages Inspect telemetry panel for errors/warning messages	
Visual and touch test for leaks	
Visual check for condensation	
Visual check for flooding/damp	
Visual check of water tank for leaks/level	
Check Chlorine level and reading	
Check Salt level	
Check tank water clarity	
Check borehole well enclosures	

Call Nicholls Servicing & Maintenance on 01403 820750 option 4 and email an image of this report to: servicing@nichollsboreholes.co.uk