

## MOB HOLIDAY SITE INSPECTION CHECKLIST

DATE OF MOB HOLIDAY:

LOCATION:

	Description	Yes	No	Other
<b>1</b>	<b>Site Access</b>			
(a)	easy access for: - buses/public transport			
	- cars			
(b)	parking			
(c)	distance from Scout Hall			
(d)	time from Scout Hall			
(e)	alternative exit route in case of fire emerg.			
<b>2</b>	<b>Buildings</b>			
(a)	separate rooms for activities and eating			
(b)	Leaders' lounge for equipment & discussion			
(c)	wet weather facilities			
(d)	Heating - if gas, does it work?			
(e)	condition of buildings			
(f)	covered walkways or paths b/ween sleeping eating and recreation areas			
(g)	type of lighting: - electric			
	- gas			
	- none			
(h)	screens on windows			
(l)	outdoor security/safety lighting			
<b>3</b>	<b>Surrounding Area</b>			
(a)	safe for Joeys			
(b)	suitable for adventure activities			
(c)	suitable for Joey Scouts to hike			
(d)	flat area for games			
(e)	campfire site			
(f)	Chapel/quiet area for Scout's Own			
(g)	Privacy			
(h)	Adequately fenced			
(l)	Safe swimming area			
(j)	Obstacle course			
(k)	suitable assembly area in case of fire emergency			
(l)	Flora or fauna to be aware of, eg magpies, kangaroos, snakes, poisonous leaves etc			

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<b>4 Sleeping Accomodation</b>				
(a)	Adequate for numbers attending			
(b)	Style: - bunk room - open			
(c)	Separate Accomodation for: Boys Girls Males Females Cooks Leaders			
(d)	Number of beds per unit			
(e)	Matresses provided			
(f)	Pillows			
(g)	Pillow slips			
(h)	Extra blankets			
(l)	Hanging space for clothes			
(j)	Room to store cases/packs			
(k)	Curtains on windows			
<b>5 Kitchen/Catering/Dining</b>				
(a)	Clean			
(b)	Cooking utensils			
(c)	Crockery			
(d)	Refrigerator			
(e)	Freezer			
(f)	Insect screens			
(g)	Stoves: - Adequate number - Gas/electricity/wood - In working order			
(h)	Dishwasher area: - Adequate for numbers attending - Separate area for cooks - Plugs for sinks			
(l)	Adequate number of tables/chairs			
(j)	Teatowels provided			
(k)	Table cloths provided			
(l)	Oven cloths provided			
(m)	Clothes line and pegs provided			

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<b>5</b>	<b>Kitchen/Catering/Dining cont.</b>			
(n)	Drying cabinet for teatowels, wet clothes etc			
(o)	Adequate pantry space			
(p)	Urn			
(q)	Adequate serving area			
<b>6</b>	<b>Shower and Toilet Facilities</b>			
(a)	Adequate numbers for attending			
(b)	Separate facilities for male and female			
(c)	Separate stalls in female toilets & showers			
(d)	Toilet paper provided			
(e)	Soap provided			
(f)	Sanitary napkin disposal arrangements			
<b>7</b>	<b>Garbage Disposal</b>			
(a)	Bins provided			
(b)	Gargage bags provided			
(c)	Do you have to dispose of rubbish			
<b>8</b>	<b>Water</b>			
(a)	Tap			
(b)	Tank			
(c)	Safe for drinking			
<b>9</b>	<b>Cleaning Equipment</b>			
(a)	Brooms			
(b)	Mops			
(c)	Buckets			
(d)	Brushes			
	Cleaning aids, disinfectant, etc.			
<b>10</b>	<b>Medical Facilities</b>			
(a)	Nearest available doctor			
(b)	Available at weekends			
(c)	Nearest available hospital with casualty			
(d)	Stocked First Aid Kit on site			
(f)	Take own First Aid Kit			
<b>11</b>	<b>Fire Regulations</b>			
(a)	Regulations for this area			
(b)	Responsible authority			
(c)	Fire extinguishers:			
	- In working order			
	- Date last checked			

