



WAREHOUSE RACKING INSPECTION CONSULTANCY

NO.39 WOODLANDS CLOSE, MEGA@WOODLANDS #03-23/24 SINGAPORE 737856.

TEL: +65 64827098 FAX: +65 64827097

EMAIL: SUPPORT@WRIC.COM.SG

RACKING VISUAL INSPECTION REPORT

CLIENT :

TEST LOCATION :

AUTHORIZED REPRESENTATIVE :

CONTRACTOR :

ADDRESS :

AUTHORIZED REPRESENTATIVE :

CONSULTANT : WAREHOUSE RACKING INSPECTION CONSULTANCY



AUTHORIZED REPRESENTATIVE : MR B.Y. TONG

DATE OF SUBMISSION : 2025

NEXT REVIEW DATE : 2026

SUBJECT: VISUAL INSPECTION OF THE EXISTING RACKING SYSTEM





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Racking Visual Inspection Report

1. Observations and Comments:

An inspection conducted on 20 May 2025 found all rack bays to be in good condition. The following recommendations are provided for continued safe use and maintenance:

It is recommended as below:

Continued Monitoring at Normal Inspection Levels and Intervals

- Regular monitoring at normal inspection intervals allows for the ongoing assessment of the racking system's condition. This helps in identifying any signs of wear, damage, or overloading that might occur during everyday use.

Annual Inspection by a Qualified Rack Inspector

- An annual inspection by a qualified rack inspector is a best practice. These inspections are more comprehensive and conducted by professionals with expertise in racking systems. They can identify issues that might not be visible during routine inspections and ensure that the racking system complies with safety standards.



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Visual Inspection Site Checklist



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RACKING INSPECTION REPORT

Work Site: _____

Inspector : _____ Date: _____

[illegible]

Form: WRIC-SVS-102(V0)





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Visual Inspection Site Checklist



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Racking Inspection Checklist

Are there any original design drawings?	<input type="checkbox"/> No <input type="checkbox"/> Yes (If available, please provide and back up the drawings.)
Have the racks undergone any crossbeam adjustments?	<input type="checkbox"/> No <input type="checkbox"/> Yes, and confirmed by the original supplier or professional engineer <input type="checkbox"/> Yes, but not confirmed by the original supplier or professional engineer <input type="checkbox"/> Uncertain
Do the pallet specifications match the racks?	<input type="checkbox"/> Match <input type="checkbox"/> No Match
Is the design load of the racks clearly specified? (Load Notice)	<input type="checkbox"/> Clear <input type="checkbox"/> Unclear <input type="checkbox"/> Other label : _____
Are the racks overloaded?	<input type="checkbox"/> Overloaded <input type="checkbox"/> Not Overloaded <input type="checkbox"/> Uncertain
Is there any mixing of components from different manufacturers?	<input type="checkbox"/> No Mixing <input type="checkbox"/> Mixing
Is each upright base properly secured with a floor fixing?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Qty: _____ pcs per upright
Is the safety pin properly secured to the beam?	<input type="checkbox"/> Yes <input type="checkbox"/> No Type: <input type="checkbox"/> Bolt <input type="checkbox"/> Pin
Have there been any accidents involving the racks?	<input type="checkbox"/> Yes _____ <input type="checkbox"/> No <input type="checkbox"/> Uncertain
Have the racks ever caught fire?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain
Have the racks undergone any secondary disassembly?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain
Is the actual layout of the racking structure consistent with the original design drawings?"	<input type="checkbox"/> Consistent <input type="checkbox"/> Inconsistent <input type="checkbox"/> Unable to determine
Other items to note	
Please have the client confirm and sign the above content.	
Customer Chop & Sign: _____ Date: _____	
Name: _____ Position: _____	
Project: _____ Location: _____	
Record by: _____	Approved By: _____
Position : _____	Position: _____
Date & Time: _____	Date & Time: _____





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Warehouse Layout





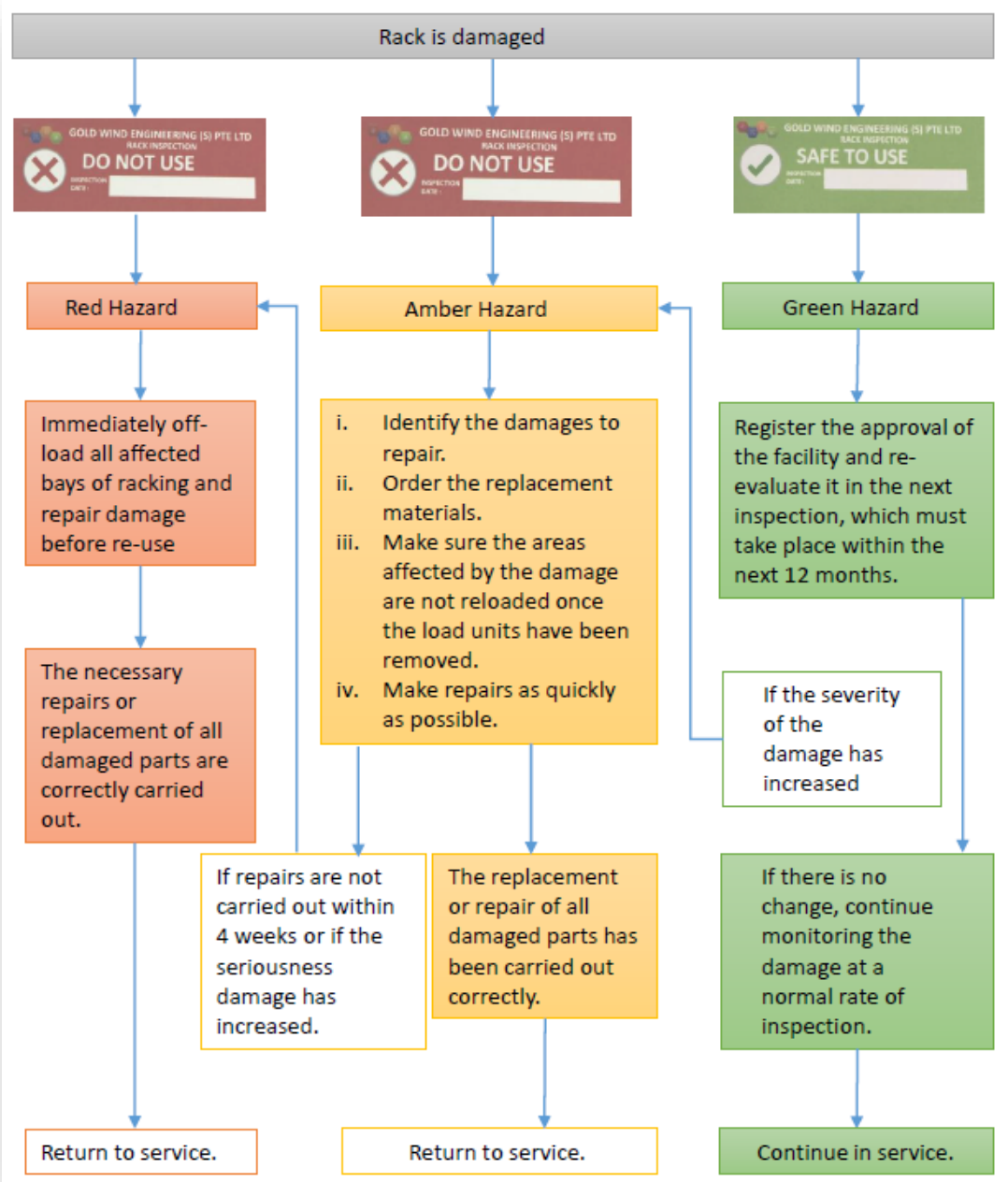
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Annex: Inspection procedure for damage classification



Note: Reference BS EN 15635:2008

Steel static storage systems. Application and maintenance of storage equipment



Warehouse Racking
Inspection Consultancy



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Annex : The evaluation of the extent of corrosion

Determine the risk level based on the extent of corrosion, classified as Green, Orange, or Red.

Green – Within Acceptable Limits

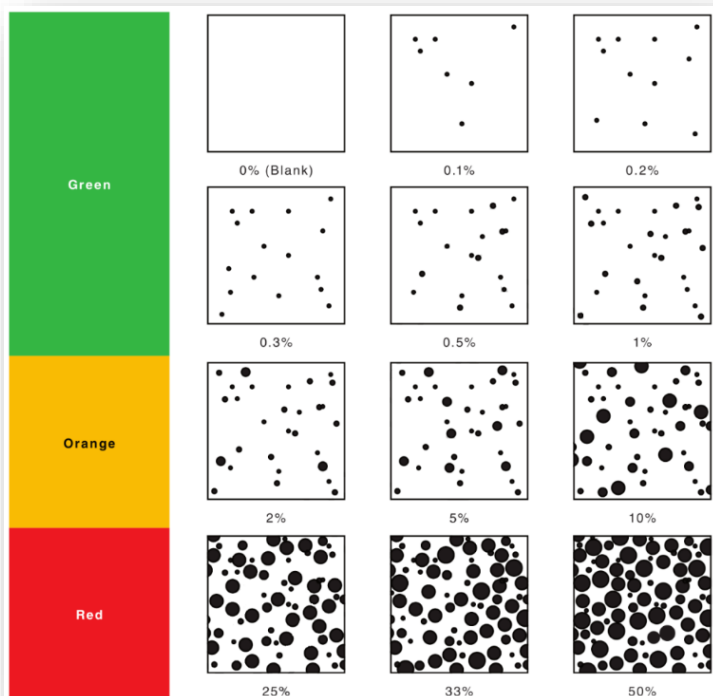
- Damage or corrosion is present but remains within acceptable safety limits.
- The area should be recorded for follow-up during the next inspection.

Orange – Exceeds Acceptable Limits, But Not Critical

- The affected area requires repair, but the level of corrosion is not severe enough to require immediate unloading.
- No additional loads are allowed in the affected area.
- Once pallet positions are emptied, they must not be refilled until repairs are completed.
- If repairs are not completed within 4 weeks, the orange-level risk will automatically escalate to red.

Red – Severe, Immediate Action Required

- The damage has reached a level that poses a serious risk to structural integrity.
- The affected area must be immediately unloaded and isolated, and kept out of use until full repairs are completed.



Note: Reference WeSafe.



Warehouse Racking
Inspection Consultancy



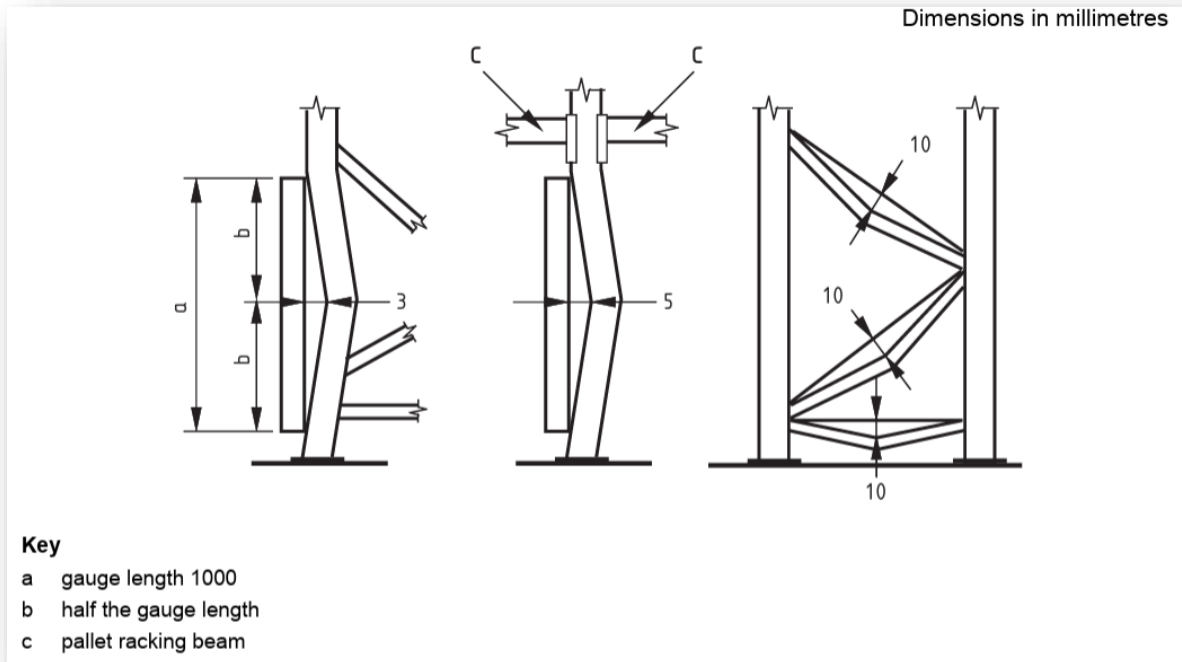
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Annex : Damage assessment of racking uprights and bracings



Determine the risk level based on the extent of damage, classified as Green, Amber, or Red.

■ Green – Within Acceptable Limits

- Damage within limits of Figure; no repair needed, safe for continued use but monitor regularly.

■ Orange – Exceeds Acceptable Limits, But Not Critical

- Damage exceeds limits of Figure by less than 2×; repair required ASAP, isolate until fixed.
- Escalate to Red if unrepaired after 4 weeks.

■ Red – Severe, Immediate Action Required

- Damage exceeds limits of Figure by 2× or more; immediate off-loading and isolation required.
- Repair before reuse.

Note: Reference BS EN 15635:2008

Steel static storage systems. Application and maintenance of storage equipment





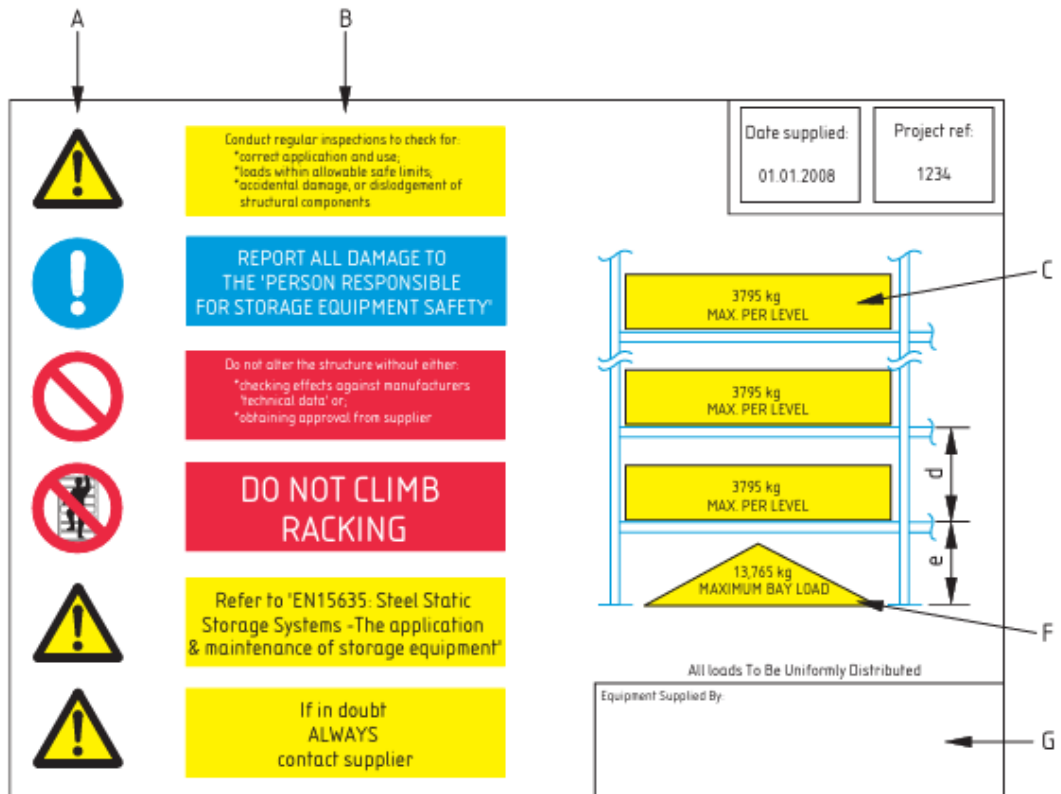
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Annex : Examples of typical load warning notices



Key

- A symbols (shape and colour) in accordance with Safety Signs and Signals Regulations
- B brief explanatory commentary
- C maximum load per beam level
- d beam pitch
- e height to first beam
- F maximum load of the whole bay
- G space for supplier information e.g. name, logo etc.

Note: Reference BS EN 15635:2008

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Annex : WSH Circular: Safe Use of Storage Racks



07/05/2015



MINISTRY OF
MANPOWER

WSH Circular: Safe Use of Storage Racks

FACTORIES WITH WAREHOUSE STORAGE

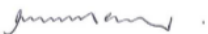
Several deaths have occurred in warehouses over the last 2 years due to the collapse of storage racks. One of the common findings is that the storage racks were not properly designed for the intended storage loads.

In 2014, a stack of 2 racks storing fruit crates suddenly gave way and collapsed onto deceased worker, killing him instantly. This year, another death occurred when a stack of 3 storage racks collapsed and pinned the deceased under the stored sacks of sugar.

Occupiers and employers engaged in warehouse and storage operations are reminded to take all reasonably practicable measures to ensure that the storage racks at your workplace are safe for use.

You may refer to Annex A for guidance on some of the relevant WSH requirements. The Ministry of Manpower will be stepping up inspections and enforcement actions will be taken against any errant occupiers and employers.

Yours faithfully,


GO HENG HUAT
Deputy Commissioner for Workplace Safety and Health

Useful Info

What to do next

Step 1. Check your existing storage racks to ensure that they are designed for the intended storage load and have been properly installed.

Step 2. Perform a risk assessment on the use of storage racks.

Step 3. Establish a maintenance regime for the storage racks.

MOM is stepping up inspections. Possible enforcement actions include Stop Work Orders, Remedial Orders, Prosecution and Composition fines.

Resources for safe warehousing operations can be found on WSH Council's website
<http://www.wshc.sg/>

Under the Workplace Safety & Health Act, companies that fail to take reasonably practicable measures to ensure the safety and health of their workers and any person in the workplace can be fined up to \$500,000 for a first offence.

Ministry of Manpower Services Centre
1500 Bandemir Road Singapore 339946

Web <http://www.mom.gov.sg> Email mom_osha@mom.gov.sg Page 1 of 2

Note: Reference <https://www.mom.gov.sg/-/media/mom/documents/safety-health/circulars/2015/circular-20150507-safe-use-of-storage-racks.pdf>





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Annex : WSH Circular: Safe Use of Storage Racks

Annex A - Relevant WSH Requirements for Safe Use of Storage Racks

The following is a non-comprehensive list of relevant WSH requirements.

1) Design Consideration

The design of storage racks must allow for safe use and maintenance. The following should be considered in the design of storage racks:

- a) Storage racks must be structurally stable and designed with the intended use in mind (e.g. weight, volume, shape, dimensions, environment to be used in etc.).
- b) The safe working load of the storage racks should be prominently displayed. In particular, if the storage racks are stacked, the lower racks must be designed to take into account of the weight of the upper racks and their corresponding goods.
- c) There should be safe means of access to the goods being stored, including proper work-at-heights measures.
- d) The physical environment where the storage racks are to be used should be considered. For example, racks that are placed in areas where there is vehicular movement (e.g. forklifts, reach trucks etc) should be designed to withstand impact from possible collisions. In a cold room environment, temperature swings may require special considerations for corrosion protection due to moisture and other effects on the structural integrity of storage racks.
- e) A re-assessment of the storage rack's design should be carried before any change of use, including a change in the nature of goods to be stored.

2) Use of Storage Racks

The following measures are to be taken when using storage racks:

- a) Use of storage racks should be carried out in accordance with the manufacturer's instructions.
- b) Conduct a risk assessment for the use of the storage racks.
- c) Establish safe work procedures for work activities involving storage racks. The procedures should include confirming that the combined weight of the intended goods to be stored does not exceed the safe working load of the racks. In particular, if the racks are stacked, the bottom racks must have sufficient loading capacity to hold the racks and goods stored above.
- d) Ensure that warehouse personnel made aware of the safe working loads and are trained on the safe work procedures for stacking and/or storage of goods.

3) Maintenance of Storage Racks

The following measures are to be taken when maintaining storage racks:

- a) Maintenance of the storage racks should be carried out in accordance with the manufacturer's instruction.
- b) Storage racks and accompanying accessories (including pallets) should be regularly inspected to ensure their structural integrity (for example, no signs of damage or corrosion). Any defective part must be repaired or replaced before use.

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Web: <http://www.mom.gov.sg>

Email: mom_osh@mom.gov.sg

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Note: Reference <https://www.mom.gov.sg/-/media/mom/documents/safety-health/circulars/2015/circular-20150507-safe-use-of-storage-racks.pdf>





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