

FORKLIFT OPERATOR SAFETY CHECKLIST

GAS / LP / DIESEL TRUCK OPERATOR'S DAILY CHECKLIST

Daily pre-shift forklift operator inspections are an OSHA requirement. It is recommended you document these inspections have been made regularly.

Date _____	Operator _____	Record of Fluid Added Fuel _____
Truck Number _____	Model Number _____	Engine Oil _____
Department _____	Serial Number _____	Radiator Coolant _____
Shift _____	Hour Meter Reading _____	Hydraulic Oil _____

SAFETY AND OPERATIONAL CHECKS To complete prior to each shift.
Have a qualified mechanic correct all problems.

	OK (X)	Needs Maintenance
Fuel Odor Present?	Do not start truck. Report to your supervisor immediately.	
Leaks - Fuel, Hydraulic Oil, Engine Oil, or Radiator Coolant		
Tires - Condition and Pressure		
Forks, Top Clip Retaining Pin and Heel - Condition		
Load Backrest Extension - Attached		
Hydraulic Hoses, Mast Chains and Stops - Check Visually		
Finger Guards - Attached		
Overhead Guard - Attached		
Propane Tank (LP Gas Trucks) - Rust, Corrosion, Damage		
Safety Warnings - Attached (Refer to Parts Manual for Location)		
Engine Compartment:		
Battery - Water / Electrolyte Level and Charge		
Hydraulic Tank Fluid Level - Dipstick		
Transmission Fluid Level - Dipstick		
Engine Oil Level - Dipstick		
All Engine Belts - Functioning Smoothly		
Engine Air Cleaner - (Squeeze Rubber Dirt or Check the Restriction Alarm, If Equipped)		
Fuel Sedimentor (Diesel)		
Radiator Coolant Level (Recovery Bottle)		
Operator's Compartment:		
Operator's Manual in Container		
Capacity Plate Attached - Information Matches Model, Serial Number, and Attachments		
Hood Latch - Adjust and Fasten		
Seat Belt, Buckle and Retractors - Functioning Smoothly		
Brake Fluid - Check Level		
Controls (Turn Truck On) Unusual Noises Must Be Investigated Immediately:		
Accelerator Linkage - Functioning Smoothly		
Parking Brake - Functioning Smoothly		
Service Brake - Functioning Smoothly		
Steering Operation - Functioning Smoothly		
Drive Control - Forward/Reverse - Functioning Smoothly		
Tilt Control - Forward and Back - Functioning Smoothly		
Hoist and Lowering Control - Functioning Smoothly		
Attachment Control - Operation		
Horn - Functioning		
Lights - Functioning		
Cab, If Equipped - Heater, Defroster, Wipers - Functioning		
Gauges:		
Ammeter - Operating		
Engine Oil Pressure - Functioning		
Hour Meter - Functioning		
Fuel Level - Functioning		
Temperature - Functioning		
Instrument Monitors - Functioning		