

Forklift Operator Daily Checklist

Manufacturing

COMPLETION

Please confirm if the forklift is safe to operate ?

☐ Yes☐ No☐ NA

Signature of the Auditor

POST-START CHECKS

Are all controls, pedals and indicators properly working?

☐ Yes☐ No☐ NA

Are the reverse buzzer and beacon working correctly?

☐ Yes☐ No☐ NA

Is the flashing strobe and all lights in working condition?

☐ Yes☐ No☐ NA

Is the steering wheel, from lock to lock working smoothly?

☐ Yes☐ No☐ NA

Are both, park and foot brakes working fine?

☐ Yes☐ No☐ NA

Is lift, tilt and reach work properly for their full extent?

Yes

No

NA

PRE-START CHECKS

Select Date

DATE

2017-01-01

Please mention the address

Please mention the Forklift identification type and/or number

Are all the tyres in good working condition and is the air pressure appropriate?

Yes

No

NA

Please select the options where the fluid levels are adequate?

☐

Engine Oil

☐

Battery fluid

☐

Hydraulic Oil

☐

Coolant level

☐

Hydraulic levels

Is there any fluid leak seen under the forklift?

Yes

No

NA

Is there any damage, dents or cracks seen?

Yes

No

NA

Is the locking mechanism system working properly?

☐ Yes☐ No☐ NA

Are the chains, rams and hydraulic cylinders free of damage and leakage?

☐ Yes☐ No☐ NA

Is the battery working properly?

☐ Yes☐ No☐ NA

Is the engine bay clean and locking system working properly?

☐ Yes☐ No☐ NA

Is the load plate properly fitted and visible?

☐ Yes☐ No☐ NA

Are the overhead and backrest guards in good condition?

☐ Yes☐ No☐ NA

Is the seat belt, seat and steering wheel in good condition?

☐ Yes☐ No☐ NA