

# 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