**FORKLIFT SAFETY CHECKLIST**

**Operator:                          \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
**Date:                                  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
**Type / Vehicle Number:   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Check the condition of the forklift; repair/action must be taken when you checked no**

 **YES     NO**

   **EQUIPMENT DAMAGE CHECK**

\_\_\_\_    \_\_\_\_   1. Is mast working?
\_\_\_\_    \_\_\_\_   2. Is carriage in good condition?
\_\_\_\_    \_\_\_\_   3. Have you checked forks for possible cracks and distortion?
\_\_\_\_    \_\_\_\_   4. Is seat belt not frayed or damaged?
\_\_\_\_    \_\_\_\_   5. Is backrest in good condition?
\_\_\_\_    \_\_\_\_   6. Are forklift tires not worn out? Check for flat spots in the tires that may

 affect tires functionality.
\_\_\_\_    \_\_\_\_   7. Ensure that hydraulic hose are not loose or damaged
\_\_\_\_    \_\_\_\_   8. Are belts & pulleys in good condition?
\_\_\_\_    \_\_\_\_   9. Check overheard guard for damages or missing bolts
\_\_\_\_    \_\_\_\_ 10. Are fire extinguishers in an easily accessible location?
\_\_\_\_    \_\_\_\_ 11. Check for other parts that might be damaged

    **POWER PLANT**

\_\_\_\_    \_\_\_\_   1. Are battery plug connections not loose?
\_\_\_\_    \_\_\_\_   2. Check for leaks or damages in the fuel tank
\_\_\_\_    \_\_\_\_   3. Are nozzles, valves and fuel lines free of leaks?
\_\_\_\_    \_\_\_\_   4. Check for other damages

                           **OPERATIONAL CHECK**

\_\_\_\_    \_\_\_\_   1. Are all gauges or indicators working?
\_\_\_\_    \_\_\_\_   2. Are warning lights working?
\_\_\_\_    \_\_\_\_   3. Are operational lights working?
\_\_\_\_    \_\_\_\_   4. Check the engines oil level
\_\_\_\_    \_\_\_\_   5. Check the coolant level
\_\_\_\_    \_\_\_\_   6. Check the fuel level
\_\_\_\_    \_\_\_\_   7. Check the hydraulic fluid level
\_\_\_\_    \_\_\_\_   8. Check the battery power
\_\_\_\_    \_\_\_\_   9. Does the lift mechanism operate smoothly?
\_\_\_\_    \_\_\_\_ 10. Does the tilt mechanism move and hold smoothly?
\_\_\_\_    \_\_\_\_ 11. Is horn working?
\_\_\_\_    \_\_\_\_ 12. Check if steering moves smoothly
\_\_\_\_    \_\_\_\_ 13. Check if parking brake holds against slight acceleration
\_\_\_\_    \_\_\_\_ 14. Is operational brake working properly?
\_\_\_\_    \_\_\_\_ 15. Other

                           **GENERAL SAFETY**

\_\_\_\_    \_\_\_\_   1. Are equipment in good working condition?
\_\_\_\_    \_\_\_\_   2. Problem reported, if there is?

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