|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Forklift #: |  |  | Inspector: |  |
| Job #: |  |  | Date: |  |

Instruction:

Each forklift will be operationally tested and visually inspected every day. The designated inspector will mark the appropriate box when an item passes inspection. If there are any problems, note a brief description. Immediately notify the Foreman of any forklift deficiencies. The Foremen will forward this inspection form to the Safety Dept. at the end of each week.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Operating controls (operational) | Pass  | Fail | N/A | Maintenance Needed |
| Emergency Stop & Brakes | [ ]  | [ ]  | [ ]  |  |
| Operation Levers & Controls | [ ]  | [ ]  | [ ]  |  |
| Foot Controls (if applicable) | [ ]  | [ ]  | [ ]  |  |
| Safety Signs & Load Charts | [ ]  | [ ]  | [ ]  |  |
| boom & forks | Pass  | Fail | N/A | Maintenance Needed |
| Hydraulic leaks | [ ]  | [ ]  | [ ]  |  |
| Extension cylindres & chains  | [ ]  | [ ]  | [ ]  |  |
| Pivot pins | [ ]  | [ ]  | [ ]  |  |
| Electrical lines | [ ]  | [ ]  | [ ]  |  |
| Vert. mast sliding & rolling parts | [ ]  | [ ]  | [ ]  |  |
| Base (visual) | Pass  | Fail | N/A | Maintenance Needed |
| Broken, cracked or loose parts  | [ ]  | [ ]  | [ ]  |  |
| Lights, mirrors & windows clean | [ ]  | [ ]  | [ ]  |  |
| Seat belt & it’s mounts | [ ]  | [ ]  | [ ]  |  |
| Tires & outriggers | [ ]  | [ ]  | [ ]  |  |
| Back up alarm, horn & manual | [ ]  | [ ]  | [ ]  |  |
| Engine COMPARTMENT (Visual) | Pass  | Fail | N/A | Maintenance Needed |
| Oil Level | [ ]  | [ ]  | [ ]  |  |
| Fuel Level | [ ]  | [ ]  | [ ]  |  |
| Belt, Hose & Motor Condition | [ ]  | [ ]  | [ ]  |  |
| Battery & Electrical | [ ]  | [ ]  | [ ]  |  |

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| Comments |
|  |
| Dept. Foreman Signature: |  | Date: |  |