



Powered Industrial Truck Daily Operation/Pre-Use Inspection Form

Instructions: Follow the below guidelines to complete a hands-on lift inspection. Sign and date acknowledging you have completed the inspection. Please note if any deficiencies are corrected prior to operation. For any deficiencies that are not able to be corrected, mark the vehicle as out of service and disable (either removing the keys or disconnecting power source) and notify supervision for repairs to be arranged.

Equipment Make/Model: _____ Serial Number: _____ Date completed: _____
 Hour Meter Reading: _____

Operator Print Name and Sign: _____

Ok = √	Not Ok = X	Not Applicable = N/A		
Pre-Shift Safety Inspection		Visual	Comments	Initials
			1. Obvious damage of loose parts	
			2. Overhead guard	
			3. Bridge and mast	
			4. Forks and locking pins	
			5. Chains	
			6. Tires	
			7. Fuel Level	
			8. Wires, hoses, cables and belts	
			9. Fire Extinguisher	
			10. Engine fan belts and wiring	
			11. Data plate and load limitations	
			12. Placards or warnings	
			13. Falling Object Protective Structure Rollover Protective Structure	
			14. Outrigger	
			15. Worksite Hazards	
			16. Boom extension	
			17. Attachments	
			18. Grab handles and steps	
			19. Seat belts	
			20. Steering	
			21. Mirrors	
			22. Operating manual	
			23. Controls	
			24. Gauges	
			25. Operation of lift	
			26. Unusual noises	
			27. Fluids under truck	
			28. Brakes	
			29. Horn	
			30. Lights	

Managers– Retain these checklists for three (3) years.