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DAILY PRE-OPERATIONAL CHECKLIST FOR FORKLIFTS

Forklift# _____
 Operator _____
 Supervisor _____
 Date _____

ITEM	OK	Needs Attention
Fuel- Leaks- Level- Type of fuel		
Engine Oil		
Water Level and Hoses		
Battery condition- Leaks- Mounting- Wiring		
Tires (pressure & wear)- Wheels- Lugs- Filled		
Lights- Signals		
Service Brakes-		
Parking Brake- Emergency Stop Controls		
Steering and Steer Axle		
Clutch- Clutch Brake- Inching Pedal		
Horn		
Back-up horn/alarm		
Hydraulic Controls- Fluids- Hoses- Cylinders		
Gauges- Instruments- Meters		
Fire Extinguisher (in place & charged) or within 50 ft.		
Physical Damage (body, forks, mast, etc.)		
Missing/loose parts (bolts, guards, etc.)		
Cleanliness of Forklift		
Safety Equipment- Seat Belt- Mirrors- ROPS		
Placards- Decals- Operators Manual		
Directional control lever -Operational control levers		
Fork attachments- Inspected- Labeled- Secured		
Overhead falling object protection		
Inspectors name (print)	Date	Sign X