**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 the mast working?
\_\_\_\_    \_\_\_\_   2. Is the carriage in good condition?
\_\_\_\_    \_\_\_\_   3. Have you checked forks for possible cracks or 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. Are hydraulic hoses not loose or damaged?
\_\_\_\_    \_\_\_\_   8. Are belts & pulleys in good condition?
\_\_\_\_    \_\_\_\_   9. Are overheard guards free from damage or missing bolts?
\_\_\_\_    \_\_\_\_ 10. Are fire extinguishers in an easily accessible location?
\_\_\_\_    \_\_\_\_ 11. Are other parts free from damage?

                           **POWER PLANT**

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

                           **OPERATIONAL CHECK**

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

                           **GENERAL SAFETY**

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