**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?