DAILY FORKLIFT INSPECTION

OSHA 29 CFR 1910.178(q)(7): examine before use, at least daily — after every shift when trucks run around the clock.

Unit _____ **Date** _____ **Shift** _____ **Hour meter** _____ **Operator** _____

KEY OFF · WALK AROUND IT	OK	Defect
■ Fluid leaks under the unit	☐	☐
■ Tires and wheels	☐	☐
■ Forks	☐	☐
■ Mast chains	☐	☐
■ Hydraulic hoses, fittings, and cylinders	☐	☐
Hydraulic fluid level	☐	☐
■ Overhead guard	☐	☐
■ Load backrest extension	☐	☐
■ Data / capacity plate	☐	☐
■ Seat belt	☐	☐
■ Seat and seat switch	☐	☐

PROPANE (LP) · IF IT APPLIES	OK	Defect
■ LP tank mounted correctly	☐	☐
■ LP tank and hose condition	☐	☐
■ No smell of propane	☐	☐

ELECTRIC · IF IT APPLIES	OK	Defect
■ Charger unplugged and cable stowed	☐	☐
■ Battery restraint and hood latch	☐	☐
■ Battery case condition	☐	☐
■ Battery terminals and connector	☐	☐
State of charge	☐	☐

DIESEL OR GASOLINE · IF IT APPLIES	OK	Defect
Engine oil level	☐	☐
Coolant level	☐	☐
■ Fuel level and no fuel leaks	☐	☐

KEY ON · SEAT BELT ON	OK	Defect
Hour meter reading	☐	☐
■ Gauges and warning lights	☐	☐
■ Horn	☐	☐
■ Backup alarm	☐	☐
Lights and beacon	☐	☐
■ Service brake	☐	☐
■ Parking brake	☐	☐
■ Deadman / operator presence control	☐	☐
■ Steering	☐	☐
■ Forward and reverse control	☐	☐
■ Lift and lower	☐	☐
■ Tilt forward and back	☐	☐
■ Hydraulic drift check	☐	☐
■ Unusual noises, smells, or vibration	☐	☐
Anything else to report	☐	☐

■ **Critical.** If a critical item has a defect, do not operate the truck. Tag it out and tell your supervisor before the shift starts.

Defects and notes

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_____

_____

_____

Operator signature _____ Supervisor (if a defect was found) _____

Skip the paper. Scan to try it free, or go to safechecklist.com

The same checklist on any phone, from a QR code on the truck. The supervisor hears about a defect in seconds. 7 days free, no card.