



Pre-use Inspection: Standard Forklifts

Operator: PRINT NAME **Date:** MM/DD/YYYY **Shift:**

Unit Make/Model/No.:

POWER OFF CHECKS				OK	AR	NA	POWER ON CHECKS				OK	AR	NA
1) Wheels/Tires				☐	☐	☐	19) Unit starts & runs properly				☐	☐	☐
2) Lights/Strobes				☐	☐	☐	20) Instruments/System warning indicators				☐	☐	☐
3) Mirrors/Visibility aids				☐	☐	☐	21) Fuel/Charge level				☐	☐	☐
4) Engine/Battery:							22) Horn/Audible warning devices				☐	☐	☐
a) Cover panel(s)				☐	☐	☐	23) Function controls:						
b) Debris				☐	☐	☐	a) Control markings				☐	☐	☐
c) Belts/Hoses				☐	☐	☐	b) Drive				☐	☐	☐
d) Air filter indicator				☐	☐	☐	c) Steering				☐	☐	☐
e) Wires/Cables/Terminals				☐	☐	☐	d) Braking				☐	☐	☐
f) Battery-Batteries clean/dry/secure				☐	☐	☐	e) Mast/Boom				☐	☐	☐
5) Fluids:							f) Work attachment(s)				☐	☐	☐
a) Engine oil Level Leaks				☐	☐	☐	g) Function-enable (deadman) devices				☐	☐	☐
b) Engine coolant Level Leaks				☐	☐	☐	h) Accessories/Optional equipment				☐	☐	☐
c) Hydraulic oil Level Leaks				☐	☐	☐	24) Emergency/Auxiliary controls				☐	☐	☐
d) Transmission oil Level Leaks				☐	☐	☐	25) Seatbelt				☐	☐	☐
e) Fuel/Battery Level Leaks				☐	☐	☐	26) Other:				☐	☐	☐
6) Hydraulics:											☐	☐	☐
a) Cylinder/Rods/Pin locks				☐	☐	☐	WORKSITE INSPECTION				OK	AR	NA
b) Hoses/Lines/Fittings				☐	☐	☐	27) Drop-offs or holes				☐	☐	☐
7) Data/Capacity plate				☐	☐	☐	28) Bumps & floor/Ground obstructions				☐	☐	☐
8) Windows/Doors				☐	☐	☐	29) Debris/Slippery floors				☐	☐	☐
9) Overhead guard/Cab				☐	☐	☐	30) Overhead obstructions				☐	☐	☐
10) Mast/Boom				☐	☐	☐	31) Electrical conductors				☐	☐	☐
11) Carriage/Work attachment(s)				☐	☐	☐	32) Hazardous locations				☐	☐	☐
12) Counterweight/Counterweight bolts				☐	☐	☐	33) Slopes				☐	☐	☐
13) Manufacturer's operation manuals				☐	☐	☐	34) Ground/Surface & support conditions				☐	☐	☐
14) Decals/Plates/Markings				☐	☐	☐	35) Pedestrian/Vehicle traffic				☐	☐	☐
15) OEM/Approved options/accessories				☐	☐	☐	36) Weather conditions				☐	☐	☐
16) Personal protective equipment (as required)				☐	☐	☐	37) Other possible hazards				☐	☐	☐
17) Housekeeping				☐	☐	☐					☐	☐	☐
18) Other:				☐	☐	☐					☐	☐	☐

Report any problems found to your supervisor/employer. ALWAYS lock/tag-out unsafe equipment.

NOTES

ADDITIONAL INSPECTIONS

Operator	Confirm	Notes
PRINT NAME	Yes / No	
PRINT NAME	Yes / No	
PRINT NAME	Yes / No	
PRINT NAME	Yes / No	