



# Forklift Checklist

**FREEBIRD SAFETY SERVICES**

**(604) 226-5933**

Before each shift a pre-trip must be performed. In the event during shift if damage or a breakdown occurs, report it to your supervisor right away. An incident report might have to be drawn up as well.

<b>Pre-Start Up. If anything is broken do not start.</b>	<b>Status</b>			<b>Comments</b>
<b>Walk-around inspection (warning decals, sign, etc.)</b>	OK	NO	ADD	
Front End/forks, carriage, mast, boom, welds	<input type="checkbox"/>	<input type="checkbox"/>		
Wheels, tires & lug nuts (condition/pressure)	<input type="checkbox"/>	<input type="checkbox"/>		
Engine (check all fluid levels: oil, coolant, and check for leaks)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Transmission (check oil level and for leaks)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Engine belts (check for adjustment/wear)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Check air cleaner indicator (clean or change as required*)	<input type="checkbox"/>	<input type="checkbox"/>		
Fuel Filter (service as required*)	<input type="checkbox"/>	<input type="checkbox"/>		
Radiator (check coolant level and for leaks)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Hydraulic tank (check oil level for leaks)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fuel tank (drain off moisture & sediment**)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Lubricate chassis (as required, refer to lube chart*)	<input type="checkbox"/>	<input type="checkbox"/>		
ROPS, Exterior of Cab (check window, step, doors)	<input type="checkbox"/>	<input type="checkbox"/>		
Oper. seat, control handles, seat belt, instruments and covers	<input type="checkbox"/>	<input type="checkbox"/>		
<b>If safe, start engine After starting engine, check the following.</b>				
Engine (does it sound normal?)	<input type="checkbox"/>	<input type="checkbox"/>		
Instruments (check for normal readings)	<input type="checkbox"/>	<input type="checkbox"/>		
Exhaust system (check for leaks & excessive smoke)	<input type="checkbox"/>	<input type="checkbox"/>		
Wipers & lights (spotlights, turn signals, etc.)	<input type="checkbox"/>	<input type="checkbox"/>		
Horn and back up alarm	<input type="checkbox"/>	<input type="checkbox"/>		
Check all controls for normal operation:				
• Boom – extend/retract/raise/lower	<input type="checkbox"/>	<input type="checkbox"/>		
• Carriage – tilt/rotate/swing	<input type="checkbox"/>	<input type="checkbox"/>		
• Frame tilt	<input type="checkbox"/>	<input type="checkbox"/>		
Transmission (direction and speed range)	<input type="checkbox"/>	<input type="checkbox"/>		
Brakes (parking & service brakes)	<input type="checkbox"/>	<input type="checkbox"/>		
Steering (all modes)	<input type="checkbox"/>	<input type="checkbox"/>		

<u>Operator</u>	<u>Date</u>	<u>Supervisor</u>
<u>Unit #</u>	<u>Make</u>	<u>Model Number</u>
<u>Hour Meter</u>	<u>Size</u>	<u>Year</u>

Notes: