



**Environmental Health Safety
& Risk Management**

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Forklift Operators Daily Inspection Checklist

Machine Number	Operator	Department
Hour Meter Reading	Date	

Machine Status OK

Repairs/Out of Service

Reason _____

Visual Inspection	Pass	Fail	N A	Operational Inspection	Pass	Fail	N A
Horn				Tire Condition			
Seat Belts				Steering			
Warning Lights				Brakes			
Back Up Alarm				Parking Brakes			
Other Gauges and Instruments				Hydraulic Controls			
Hour Meter				Head and Tail lights			
Leaks				Battery Load Test (Electric Units Only)			
Location							
Engine Oil Level				Battery Plug Connection (Electric Units Only)			
Radiator Water Level				Battery Discharge Indicator (Electric Units Only)			
Fuel Level							
Hydraulic Fluid Level							
Obvious Damage							

Notes: _____

