**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 mast working?  
\_\_\_\_    \_\_\_\_   2. Is carriage in good condition?  
\_\_\_\_    \_\_\_\_   3. Have you checked forks for possible cracks and 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. Ensure that hydraulic hose are not loose or damaged  
\_\_\_\_    \_\_\_\_   8. Are belts & pulleys in good condition?  
\_\_\_\_    \_\_\_\_   9. Check overheard guard for damages or missing bolts  
\_\_\_\_    \_\_\_\_ 10. Are fire extinguishers in an easily accessible location?  
\_\_\_\_    \_\_\_\_ 11. Check for other parts that might be damaged  
  
    **POWER PLANT**  
  
\_\_\_\_    \_\_\_\_   1. Are battery plug connections not loose?  
\_\_\_\_    \_\_\_\_   2. Check for leaks or damages in the fuel tank  
\_\_\_\_    \_\_\_\_   3. Are nozzles, valves and fuel lines free of leaks?  
\_\_\_\_    \_\_\_\_   4. Check for other damages  
  
                           **OPERATIONAL CHECK**  
  
\_\_\_\_    \_\_\_\_   1. Are all gauges or indicators working?  
\_\_\_\_    \_\_\_\_   2. Are warning lights working?  
\_\_\_\_    \_\_\_\_   3. Are operational lights working?  
\_\_\_\_    \_\_\_\_   4. Check the engines oil level  
\_\_\_\_    \_\_\_\_   5. Check the coolant level  
\_\_\_\_    \_\_\_\_   6. Check the fuel level     
\_\_\_\_    \_\_\_\_   7. Check the hydraulic fluid level     
\_\_\_\_    \_\_\_\_   8. Check the battery power  
\_\_\_\_    \_\_\_\_   9. Does the lift mechanism operate smoothly?  
\_\_\_\_    \_\_\_\_ 10. Does the tilt mechanism move and hold smoothly?  
\_\_\_\_    \_\_\_\_ 11. Is horn working?  
\_\_\_\_    \_\_\_\_ 12. Check if steering moves smoothly  
\_\_\_\_    \_\_\_\_ 13. Check if parking brake holds against slight acceleration  
\_\_\_\_    \_\_\_\_ 14. Is operational brake working properly?  
\_\_\_\_    \_\_\_\_ 15. Other   
  
                           **GENERAL SAFETY**

\_\_\_\_    \_\_\_\_   1. Are equipments in good working condition?  
\_\_\_\_    \_\_\_\_   2. Problem reported, if there is?     
  
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