ENVIRONMENT, SAFETY & HEALTH DIVISION

Industrial trucks must be inspected by either the custodian or operator before each shift and by the custodian when the truck is first brought on-site and immediately after service, maintenance, or repair (see Industrial Trucks: Inspection Procedures [SLAC-I-730-0A21C-009]). This checklist is to be completed to document the inspection. The completed checklist is to be kept in a weatherproof enclosure on the truck, where it must remain throughout the shift, and delivered to the custodian at the end of the shift. The custodian keeps it for one year from date of inspection.

Custodian name: _____	Truck type: _____	Date/time: _____
Custodian number: _____	Model #: _____	Shift: _____
Inspected by: _____	Vehicle #: _____	Hours metered: _____

Inspection Item	Result	Comment	Reported to (name)
Fluid levels: oil, radiator, fuel	☐ Pass ☐ Fail		
Tires: condition and pressure	☐ Pass ☐ Fail		
Forks, top clip retaining pin and heel: condition	☐ Pass ☐ Fail		
Load backrest extension: solid attachment	☐ Pass ☐ Fail		
Finger guards: attached	☐ Pass ☐ Fail		
Safety warnings: attached and legible	☐ Pass ☐ Fail		
Operator's manual: located on vehicle and legible	☐ Pass ☐ Fail		
Capacity plate: attached, information matches model and serial numbers and attachments	☐ Pass ☐ Fail		
Seat belt: buckle and retractor working smoothly	☐ Pass ☐ Fail		
Operational inspection: report all unusual noises	☐ Pass ☐ Fail		
Accelerator linkage	☐ Pass ☐ Fail		
Parking brake: forward and reverse	☐ Pass ☐ Fail		
Tilt control: forward and back –interlocks and safety devices are in place for lifts capable of tilting forward for transportation purposes	☐ Pass ☐ Fail		
Hoist and lowering control	☐ Pass ☐ Fail		
Attachment control	☐ Pass ☐ Fail		
Horn	☐ Pass ☐ Fail		
Lights	☐ Pass ☐ Fail		
Back-up alarm	☐ Pass ☐ Fail		
Fuel/battery charge sufficient?	☐ Pass ☐ Fail		
Steering work?	☐ Pass ☐ Fail		
Hour meter	☐ Pass ☐ Fail		