

Required Pre-operation Inspection Checklist
Operator daily checklist to be performed at the start of every shift

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Note general vehicle condition; clear away all collected debris. Check for mechanical damage and loose or leaking components. Report any faults to your supervisor/s and also call FMHelp at 228-2986 or email fmhelp@ucmerced.edu.

Before starting the engine check the following:

Walk around inspection (Visual Inspection)	Status			Remarks
	OK	NO		
Visual inspection (warning decals, capacity plate, etc.)				
Forks/Locking Pins, Carriage, Mast				
Wheels, Tires & lug nuts (condition/pressure)				
Engine (check oil level and for leaks)			ADD	
Transmission (check oil level and for leaks)			ADD	
Engine Belts (check for adjustment/wear)				
Air Cleaner (check indicator, clean or change as required)				
Radiator (check coolant level and for leaks)			ADD	
Hydraulic Tank (check oil level and for leaks)			ADD	
Fuel Tank (secure, valve open & fuel level)			ADD	
Overhead (no damage)				
Seat Belt				

After starting the engine check the following:

Start-up Items	Status		Remarks
	OK	NO	
Engine (does it sound normal?)			
Instruments (check for normal readings)			
Exhaust System (check for leaks & excessive smoke)			
Wipers and lights (spot lights, turn signals, etc.)			
Horn and Backup Alarm (strobe lights)			
All hydraulic controls (normal operation-lift/tilt, etc.)			
Transmission and Clutch (direction and speed range)			
Breaks (parking & service breaks)			
Steering			

Note anything abnormal or in need of repair:

Operator: _____ Supervisor: _____

Vehicle Number: _____ Hour Meter Reading: _____ Date: _____

Additional Drivers in same shift: Operator: _____ Supervisor: _____
Operator: _____ Supervisor: _____