

## Sample Operator's Daily Checklist

- DAMAGE**
  - bent, dented, or broken parts
- LEAKS**
  - drive unit, brakes, hydraulics
- TIRES & WHEELS**
  - drive wheels, load wheels, casters
- FORKS**
  - in place, properly secured
- CHAINS, CABLES, & HOSES**
  - in place
- HOUR METER**
  - operating
- BATTERY**
  - water level, vent caps in place, cleanliness
- BATTERY CONNECTOR**
  - cracked, burnt, tight fitting
- GUARDS**
  - overhead, load backrest, battery retainer
- HORN**
  - sounds
- STEERING**
  - no binding, no excessive play
- LIMIT SWITCHES**
  - travel limit, lift limit, tilt limit, etc.
- SAFETY DEVICES**
  - flashing lights, indicator lights, fall arrest device, warning labels, etc. in condition as equipped
- TRAVEL CONTROLS**
  - all speed ranges, forward & revers, no unusual noise
- HYDRAULIC CONTROLS**
  - raise/lower, tilt forward/backward, reach in/out, sideshift right/left, etc. no unusual noise
- BRAKES**
  - stop truck within required distance, work smoothly, brake override functions
- PARKING BRAKE**
  - seat, hand, foot
- BATTERY CHARGE**
  - discharge meter in full green or 75% charge after raising forks
- POWER DISCONNECT**
  - cuts off all electric power
- ATTACHMENTS**
  - function properly, no unusual noise

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**BECAUSE SAFETY MATTERS**

For information, visit [NationalForkliftSafetyDay.org](http://NationalForkliftSafetyDay.org)