



# Powered Industrial Trucks – Daily Checklist – Electric

Powered industrial trucks (i.e., forklifts) are used extensively in warehouses, factories, and other places to move materials. Before operating a powered industrial truck, the worker should perform an inspection of the equipment. The following checklist can be used to evaluate the operational safety of an electric-powered industrial truck. Any no answers should be reported immediately to management, and the truck tagged out-of-service.

Truck #: \_\_\_\_\_  
Checked by: \_\_\_\_\_

Truck Hours: \_\_\_\_\_  
Date: \_\_\_\_\_

	Yes	No	N/A
Have any modifications been made without the approval of the manufacturer that could affect the safe operation of the powered industrial truck?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leaks – Hydraulic Oil, Battery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tires – Condition and Pressure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Forks - Top Clip Retaining Pin and Heel – Check Condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Load Backrest – Securely Attached	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Visible Damage to:</b>			
Cables and Stops	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hydraulic Hoses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mast Chains	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overhead Guard - Attached	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Finger Guards - Attached	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Safety Warnings – Attached (Refer to Parts Manual for Location)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Check Fluid Levels:</b>			
Battery - Water/Electrolyte Level and Charge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brake Fluid	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hydraulic Fluid	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transmission Fluid	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operator's Manual – Available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nameplate – Attached and Information Matches Unit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Seat Belt – Functioning Smoothly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fall Protection Belt – Standup High Lift – Functioning Smoothly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hood Latch – Adjusted and Securely Fastened	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Turn Motor On for the Following Checks:			
Accelerator or Direction Control Pedal – Functioning Smoothly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Attachment Control – Operation     
 Drive Control – Forward/Reverse – Functioning Smoothly

Check Gauges:  
 Ammeter     
 Hour Meter     
 Temperature

Hoist and Lowering Control – Functioning Smoothly     
 Horn and Lights – Functioning     
 Parking Brake – Functioning Smoothly, Holds Equipment in Place     
 Service Brake – Functioning Smoothly, Stops Equipment     
 Dead Man Brake – Functions     
 Steering Operation – Functioning Smoothly     
 Tilt Control – Forward and Back – Functioning Smoothly

**For more information, contact your local AIG representative.**

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