

Fact Sheet



NATIONAL
**FORKLIFT
SAFETY DAY**



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 same condition as equipped
- Travel Controls**
all speed ranges, forward & reverse, no unusual noise
- Hydraulic Controls**
raise/lower, tilt forward/backward, reach in/out, sideshift right/left, 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