

 Hanover Risk Solutions

Powered Industrial Trucks – Daily Checklist – Combustion Engine

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 internal combustion powered industrial truck (i.e., diesel, gasoline, propane, etc.). Any “no” answer should be reported immediately to management, and the truck tagged out-of-service.

Truck #: _____ Truck Hours: _____

Checked by: _____ 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?			
Leaks – fuel, hydraulic oil, engine oil, or radiator coolant			
Tires – proper condition and pressure			
Forks – top clip retaining pin and heel check condition			
Load backrest – securely attached			
Visible damage to:			
• Cables and stops			
• Engine belts			
• Hydraulic hoses			
• Mast chains			
Overhead guard attached			
Propane tank (LP gas truck) – rust corrosion, damage			
Safety warnings – attached (refer to parts manual for location)			
Check fluid levels:			
• Battery – water/electrolyte level and charge			
• Brake fluid			
• Engine fluid			

	YES	NO	N/A
• Hydraulic fluid			
• Radiator coolant			
• Transmission fluid			
All engine belts – check visually			
Engine air cleaner – squeeze rubber dirt trap or check the restriction alarm (if equipped)			
Operator’s manual – available			
Nameplate – attached and information matches unit			
Seat belt – functioning smoothly			
Hood latch – adjusted and securely fastened			
Turn engine on for the following checks:			
• Accelerator or direction control pedal – functioning smoothly			
• Attachment control – operation			
Check cab functions (if equipped)			
• Heat and/or defroster			
• Wipers			
Drive control – forward/reverse – functioning smoothly			
Check gauges:			
• Ammeter			
• Engine oil pressure			
• Fuel level			
• Hour meter			
• Temperature			
Hoist and lowering control – functioning smoothly			
Horns 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			

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