

Parts and Warehousing

**BATTERY-POWERED
HIGH-LIFT AND LOW-LIFT TRUCKS**

Daily Inspection of Lift Trucks

Daily inspection of a lift truck helps one to assess the condition of the vehicle before its use and limits the hazards linked to unforeseen failures. It is also mandated by safety standards.

Period Covered	From	to
Equipment (model, id. number...)	

1. Inspection without Engine Power

<i>Item to inspect</i>		<i>Sun</i> <i>(shift 1)</i>	<i>Mon</i> <i>(shift 2)</i>	<i>Tue</i> <i>(shift 3)</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
Under the hood	<ul style="list-style-type: none"> Level of brake fluid Condition of electrical cables: firmly installed, insulation in good condition, no worn cables... 							
Around the lift	<ul style="list-style-type: none"> Tires: no missing pieces, no excessive wear Battery compartment: securely closed, cable in proper location 							
Lifting mechanism	<ul style="list-style-type: none"> Forks: straight and at same level. no crack in the angle If there are accessories (ex.: fork extenders, clamp): <ul style="list-style-type: none"> safely installed, with corresponding nameplate Lifting chains: equal tension, in good condition Hydraulic pistons: no oil leaks Hoses: in good conditions, without kinks and bumps 							
Cockpit	<ul style="list-style-type: none"> Clear of debris and materials; controls are fully operational Safety equipment (if required): extinguisher, first aid kit 							

2. Inspection with Engine Power

<i>Item to inspect</i>		<i>Sun</i> <i>(shift 1)</i>	<i>Mon</i> <i>(shift 2)</i>	<i>Tue</i> <i>(shift 3)</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
Cockpit	<ul style="list-style-type: none"> Adequate battery charge (indicator or light) Lights, flashers, horn, dials: try them to check 							
Lift movements	<ul style="list-style-type: none"> Steering: works well and smoothly Move forward a bit and brake: <ul style="list-style-type: none"> brakes in order no leaks on the ground 							
Lifting mechanism	<ul style="list-style-type: none"> Lift the forks as high as possible and let them drop down: <ul style="list-style-type: none"> smooth operation, without kinks or fluid noise Check other movements of forks and mast: <ul style="list-style-type: none"> extension, lateral shift, tilt... 							

INSTRUCTIONS

Fill in one sheet per week.

If the lift is operated on multiple shifts, fill in one sheet per day.

Place a checkmark against each item if OK.

Otherwise, write **NO**; fill in the section **Identified Problems** (reverse) and report to your supervisor.

If the inspection highlights a problem that may affect your safety, tag the lift as **Broken** and do not use until it has been repaired

File this inspection sheet.

Lists of Regulations and Codes

RSST : Regulation Respecting Occupational Health and Safety

ANSI-B56.1: Safety Standard for Low-Lift and High-Lift Trucks

Completed on: _____

