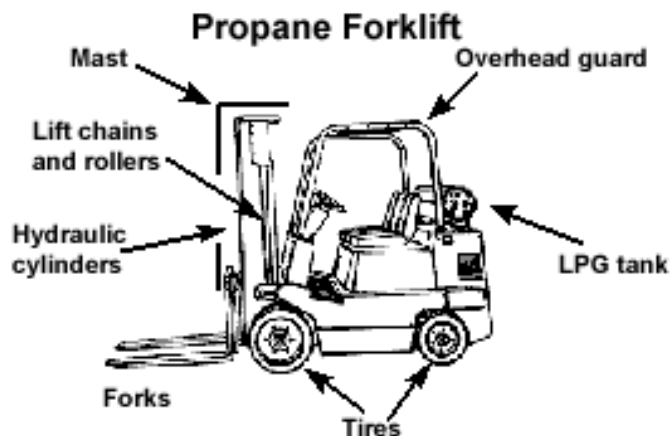


Daily Inspection Checklist: Propane Forklift Truck

KEY OFF Procedures

- The vehicle inspection
 - Overhead guard
 - Hydraulic cylinders
 - Mast assembly
 - Lift chains and rollers
 - Forks
 - Tires
 - LPG tank and locator pin
 - LPG tank hose
 - Gas gauge
- Check the engine oil level
- Examine the battery
- Check the hydraulic fluid level
- Check the engine coolant level



KEY ON Procedures

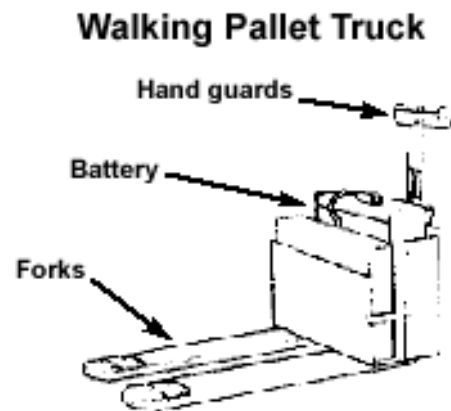
- Test the front, tail, and brake lights

ENGINE RUNNING Procedures

- Check the gauges
 - Oil pressure indicator lamp
 - Ammeter indicator lamp
 - Hour meter
 - Water temperature gauge
- Test the standard equipment
 - Steering
 - Brakes
 - Horn
 - Safety seat (if equipped)
- Check the operation of load-handling attachments
- Check the transmission fluid level

Daily Inspection Checklist: Walking Pallet Truck

- The vehicle inspection
 - Forks
 - Battery
 - Hand guards
- The operations inspection
 - Check the drive operations
 - Test the brakes
 - Check the horn
 - Inspect the load-handling attachment operations



Checklist for Powered Industrial Trucks

- Overhead Guard** - Are there broken welds, missing bolts, or damaged areas?
- Hydraulic Cylinders** - Is there leakage or damage on the lift, tilt, and attachment functions of the cylinders?
- Mast Assembly** - Are there broken welds, cracked or bent areas, and worn or missing stops?
- Lift Chains and rollers**
 - Is there wear or damage or kinks, signs of rust, or any sign that lubrication is required?
 - Is there squeaking?
- Forks**
 - Are they cracked or bent , worn, or mismatched?
 - Is there excessive oil or water on the forks?
- Tires** - What do the tires look like?
 - Are there large cuts that go around the circumference of the tire?
 - Are there large pieces of rubber missing or separated from the rim?
 - Are there missing lugs?
 - Is there bond separation that may cause slippage?
- Battery Check**
 - Are the cell caps and terminal covers in place?
 - Are the cables missing insulation?
- Hydraulic Fluid** - Check level?
- Gauges** - Are they all properly working?
- Steering**
 - Is there excessive free play?
 - If power steering, is the pump working?
- Brakes**
 - If pedal goes all the way to the floor when you apply the service brake, that is the first indicator that the brakes are bad. Brakes should work in reverse, also.
 - Does the parking brake work? The truck should not be capable of movement when the parking brake is engaged.
- Lights** - If equipped with lights, are they working properly?
- Horn** - Does the horn work?
- Safety seat** - if the truck is equipped with a safety seat is it working?
- Load Handling Attachments**
 - Is there hesitation when hoisting or lowering the forks, when using the forward or backward tilt, or the lateral travel on the side shift?
 - Is there excessive oil on the cylinders?
- Propane Tank** - Is the tank guard bracket properly positioned and locked down?
- Propane Hose**
 - Is it damaged? It should not be frayed, pinched, kinked, or bound in any way.
 - Is the connector threaded on squarely and tightly?
- Propane Odor** - If you detect the presence of propane gas odor, turn off the tank



- valve and report the problem.
- Engine Oil** - Check levels.
 - Engine Coolant** - Visually check the level. Note: Never remove the radiator cap to check the coolant level when the engine is running or while the engine is hot. Stand to the side and turn your face away. Always use a glove or rag to protect your hand.
 - Transmission Fluid** - Check levels?
 - Windshield Wipers** - Do they work properly?
 - Seat Belts** - Do they work?
 - Safety Switch** - (found on stand up riding tow tractors) Is it working?
 - Hand guards** - (found on stand up riding tow tractors, walking pallet trucks, walking transtackers) Are they in place?
 - Tow Hook**
 - Does it engage and release smoothly?
 - Does the safety catch work properly?
 - Control Lever** - Does the lever operate properly?
 - Safety Interlock** - (found on order pickers) If the gate is open, does the vehicle run?
 - Gripper Jaws** - (found on order pickers) Do the jaws open and close quickly and smoothly?
 - Work Platform** - (found on order pickers) Does the platform raise and lower smoothly?

Operator's Daily Checklist - Internal Combustion Engine Industrial Truck - Gas/LPG/Diesel Truck

Record of Fuel Added

Date		Operator		Fuel	
Truck#		Model#		Engine Oil	
Department		Serial#		Radiator Coolant	
Shift		Hour Meter		Hydraulic Oil	

SAFETY AND OPERATIONAL CHECKS (PRIOR TO EACH SHIFT)

Have a **qualified** mechanic correct all problems.

Engine Off Checks	OK	Maintenance
Leaks – Fuel, Hydraulic Oil, Engine Oil or Radiator Coolant		
Tires – Condition and Pressure		
Forks, Top Clip Retaining Pin and Heel – Check Condition		
Load Backrest – Securely Attached		
Hydraulic Hoses, Mast Chains, Cables and Stops – Check Visually		
Overhead Guard – Attached		
Finger Guards – Attached		
Propane Tank (LP Gas Truck) – Rust Corrosion, Damage		
Safety Warnings – Attached (Refer to Parts Manual for Location)		
Battery – Check Water/Electrolyte Level and Charge		
All Engine Belts – Check Visually		
Hydraulic Fluid Level – Check Level		
Engine Oil Level – Dipstick		
Transmission Fluid Level – Dipstick		
Engine Air Cleaner – Squeeze Rubber Dirt Trap or Check the Restriction Alarm (if equipped)		
Fuel Sedimentor (Diesel)		
Radiator Coolant – Check Level		

Operator's Manual – In Container		
Nameplate – Attached and Information Matches Model, Serial Number and Attachments		
Seat Belt – Functioning Smoothly		
Hood Latch – Adjusted and Securely Fastened		
Brake Fluid – Check Level		
Engine On Checks – Unusual Noises Must Be Investigated Immediately	OK	Maintenance
Accelerator or Direction Control Pedal – Functioning Smoothly		
Service Brake – Functioning Smoothly		
Parking Brake – Functioning Smoothly		
Steering Operation – Functioning Smoothly		
Drive Control – Forward/Reverse – Functioning Smoothly		
Tilt Control – Forward and Back – Functioning Smoothly		
Hoist and Lowering Control – Functioning Smoothly		
Attachment Control – Operation		
Horn and Lights – Functioning		
Cab (if equipped) – Heater, Defroster, Wipers – Functioning		
Gauges: Ammeter, Engine Oil Pressure, Hour Meter, Fuel Level, Temperature, Instrument Monitors – Functioning		

