

Operator's Daily Check List

Truck No. _____ Date: ____/____/____ Hours Meter: _____

Operator: _____ Shift: AM / PM Supervisor: _____

√	Inspect for Obvious Damage	X
	Propane Cylinder: Pressure relief valve up, fuel level good, no leaks (smell and listen), and safety straps secure.	
	Battery: (electric trucks only) Charger turned off, cables in good shape, cell electrolyte level good, record hydrometer readings.	
	Fire Extinguisher: Fully charged & in good condition.	
	Engine Compartment: Oil, hydraulics, radiator levels, air filter and fan belts.	
	Left side Wheels: Remove any debris caught in the wheel, ensure all lug nuts are present, and look for unusual wear or bonding problems or rubber missing.	
	Forks and Carriage Assembly: Inspect forks for cracks or bends, and make sure they are locked into place. Chains must have equal tension. Mast channels must be clear. Hoses must be in good shape with no leaks.	
	Right side Wheels: Remove any debris caught in the wheel, ensure all lug nuts are present, and look for unusual wear or bonding problems or rubber missing.	
	Operating Controls: Seat and seat belt (optional) must be in good condition. Press brake to ensure it will not move to the floor panel. Start engine and drive forward, steering and braking. Do the same process in reverse. Ensure lift, tilt and additional hydraulics systems all move freely. Test horn, lights and gauges. Neutralize controls and look for leaks around truck.	
	Comments: (Explain all items needing attention) <hr/> <hr/> <hr/> <hr/>	

To be completed by designated operator and forwarded to supervisor prior to start of shift.