



Daily pre-shift inspection is an OSHA requirement. We recommend that you document that these inspections have been made.

Electric Truck Operator's Daily Check List

Date _____
 Truck Number _____
 Department _____
 Shift _____

Operator _____
 Model Number _____
 Serial Number _____
 Drive Hour
 Meter Reading _____

Record of Fluid Added	
Battery Water	_____
Hydraulic Oil	_____

Hoist Hour
 Meter Reading _____

SAFETY AND OPERATIONAL CHECKS (Prior to each shift)

Have a qualified mechanic correct all problems.

	O.K.	Need Maintenance
Leaks—Hydraulic Oil, Battery		
Tires—Condition and Pressure		
Forks, Top Clip Retaining Pin and Heel—Condition		
Load Backrest Extension—Attached		
Hydraulic Hoses, Mast Chains & Stops—Check Visually		
Finger Guards—Attached		
Overhead Guard—Attached		
Safety Warnings—Attached (Refer to Parts Manual for Location)		
Internal Checks:		
Battery—Water/Electrolyte Level and Charge		
Hydraulic Fluid Level—Dipstick		
Transmission Fluid Level—Dipstick		
Operator's Compartment:		
Operator's Manual in Container		
Capacity Plate Attached—Information Matches Model, Serial Number and Attachments		
Battery Restraint System—Adjust and Fasten		
Seat Belt, Buckle and Retractors—Functioning Smoothly		
Brake Fluid—Check Level		
Controls (Turn Truck On) Unusual Noises Must Be Investigated Immediately:		
Accelerator Linkage—Functioning Smoothly		
Parking Brake—Functioning Smoothly		
Service 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—Functioning		
Lights—Functioning		
Gauges:		
Hour Meter—Functioning		
Battery Discharge Indicator—Functioning		

Courtesy of:

Industrial Trucks, Inc.

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