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07 572 2209
0800 4KLIFTS

FORKLIFT

OPERATORS DAILY/WEEKLY CHECKLIST

DIESEL/PETROL/LPG

Forklift No. _____

Date: / /

DAILY - Check before start
each shift:



If OK



If not OK



Not checked

	MON		TUES		WED		THURS		FRI		SAT		SUN	
	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
Obvious Damage														
Leaks and Loose Items														
Gauges, Warning lights														
Headlights, Horn, Flashing lights														
Transmission/Direction Controls														
Steering for Operation														
Service and Park Brake														
Mast & Hydraulic Controls														
Coolant Level														
Engine oil level & Qty added														
Fuel Level & Litres added														

WEEKLY - Check at least once a week

Hydraulic Oil Level				Transmission Oil Level		
Tyre Condition & Pressure				Brake Fluid Level		
Battery Level				Radiator & Hose Condition		
Fan/Alternator Belt				Air Cleaner		

Hour Meter – Start of Day:

MON		TUES		WED		THURS		FRI		SAT		SUN	
AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM

Faults:

NEXT FULL SERVICE DUE AT: _____ hrs or Date: _____

Operators Signature: _____ Supervisors Signature: _____