

**FORKLIFT**  
Daily Pre-Operation Inspection Checklist

Forklift Make/Model	Capacity	Operator must initial each item (UNSAFE) findings require corrective action prior to forklift use)														
Check the following as appropriate	Operator Name/Date:			Operator Name/Date:			Operator Name/Date:			Operator Name/Date:			Operator Name/Date:			
	SAT	UNSAT	N/A	SAT	UNSAT	N/A	SAT	UNSAT	N/A	SAT	UNSAT	N/A	SAT	UNSAT	N/A	
1. Operator Qualified to Operate forklift																
2. Overhead guard and forks and mast																
3. Horn																
4. Lights/Signals																
5. Parking brake																
6. Service brake																
7. Steering (no play)																
8. Radiator for debris																
9. Fluid leaks, brakes, hydraulics, oil																
10. Check hoses, belts and cables																
11. Back-up alarm																
12. Tires (visual)																
13. Seat Belt																
14. Check all gauges, operating controls																
15. Check data plate of all accessories used																
16. Check fluid levels																

SAT satisfactory  
 UNSAT unsatisfactory  
 N/A not applicable