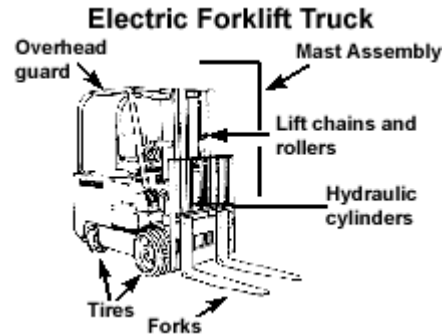


Daily Inspection Checklist: Electric Forklift Truck

KEY OFF Procedures

- The vehicle inspection
 - Overhead guard
 - Hydraulic cylinders
 - Mast assembly
 - Lift chains and rollers
 - Forks
 - Tires
- Examine the battery
- Check the hydraulic fluid level



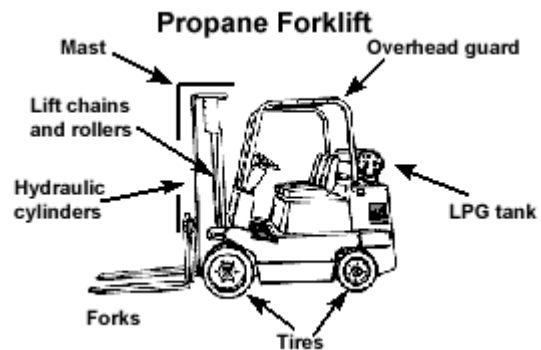
KEY ON Procedures

- Check the gauges
 - Hour meter
 - Battery discharge indicator
- Test the standard equipment
 - Steering
 - Brakes
 - Front, tail, and brake lights
 - Horn
 - Safety seat (if equipped)
- Check the operation of load-handling attachments

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

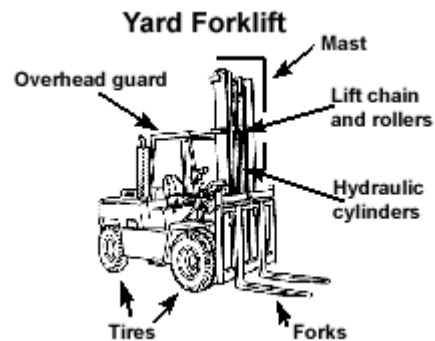
ENGINE RUNNING Procedures

- 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: Yard 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
- Inspect the hydraulic fluid level
- Check the engine coolant level



KEY ON Procedures

- Test the standard equipment
 - Front, tail, and brake lights
 - Fuel gauge (if diesel)
 - Windshield wiper
 - Heater

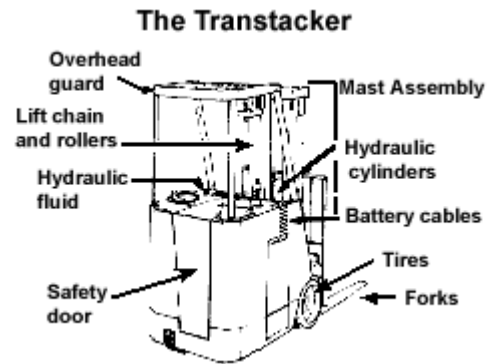
ENGINE RUNNING Procedures

- Check the gauges
 - Oil pressure indicator lamp
 - Ammeter indicator lamp
 - Ammeter
 - 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: Electric Transtacker

KEY OFF Procedures

- The vehicle inspection
 - Overhead guard
 - Hydraulic cylinders
 - Mast assembly
 - Lift chains and rollers
 - Forks
 - Tires
 - Battery cables
 - Safety door



KEY ON Procedures

- Check the gauges
 - Battery discharge indicator
 - Hour meter
- Test the standard equipment
 - Steering Brakes
 - Lights
 - Horn
- Test the control lever
- Check the operation of load-handling attachments

Daily Inspection Checklist: Riding Grip Tow

- The vehicle inspection
 - Lines and hoses
 - Battery
 - Safety switch
 - Hand guards
- The operations inspection
 - Test the brakes
 - Check the drive operations
 - Test the horn
 - Check the grip coupling

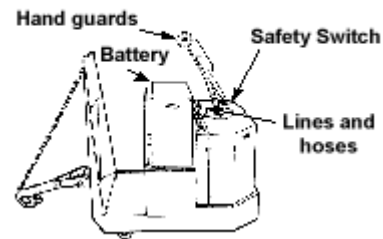
Riding Grip Tow



Daily Inspection Checklist: Stand-up Riding Tow Tractor

- The vehicle inspection
 - Lines and hoses
 - Battery
 - Safety switch
 - Hand guards
- The operations inspection
 - Test the brakes
 - Check the drive operations
 - Test the horn
 - Check the tow hook and safety catch

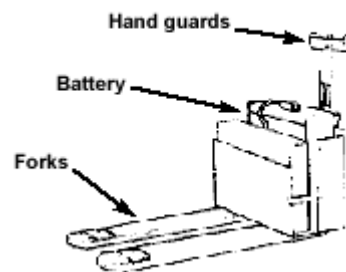
Stand-up Riding Tow Tractor



Daily Inspection Checklist: Walking Pallet Truck

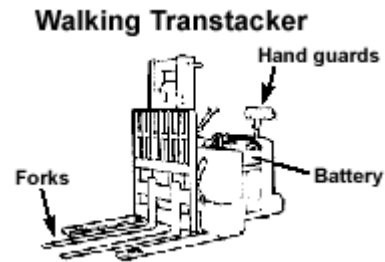
- The vehicle inspection
 - Forks
 - Battery
 - Hand guards
- The operations inspection
 - Check the drive operations
 - Test the brakes
 - Check the horn
 - Inspect the load-handling attachment operations

Walking Pallet Truck



Daily Inspection Checklist: Walking Transtacker

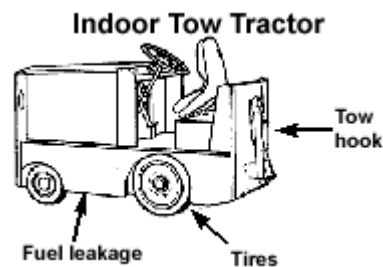
- The vehicle inspection
 - Forks
 - Battery
 - Hand guards
- The operations inspection
 - Check the drive operations
 - Test the brakes
 - Check the horn
 - Inspect the load-handling attachment operations



Daily Inspection Checklist: Indoor Propane Tow Tractor

KEY OFF Procedures

- The vehicle inspection
 - Fluid leakage
 - Tires
 - Tow hook
 - Windshield (if equipped)
 - Overhead guard (if equipped)
 - LPG tank and locator pin
 - LPG tank hose
 - Gas gauge
- Check the engine oil level
- Check the engine coolant level
- Examine the battery



KEY ON Procedures

- Test the front, tail, and brake lights
- Check the gauges
 - Oil pressure gauge
 - Ammeter
 - Water temperature gauge
 - Hour meter

ENGINE RUNNING Procedures

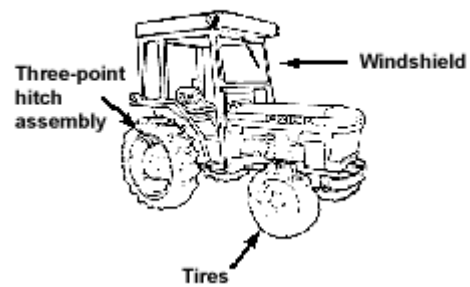
- Inspect the standard equipment
 - Steering
 - Brakes
 - Horn
 - Safety seat (if equipped)
- Check the transmission fluid level

Daily Inspection Checklist: Industrial Tractors

KEY OFF Procedures

- The vehicle inspection
 - Windshield
 - Tires
 - Three-point hitch assembly
- Engine oil
- Engine coolant

Industrial Tow Tractor



KEY ON Procedures

- Check gauges
 - Oil and battery lights
 - Temperature
 - Hour meter
- Standard equipment
 - Steering
 - Front, tail, and brake lights
 - Horn

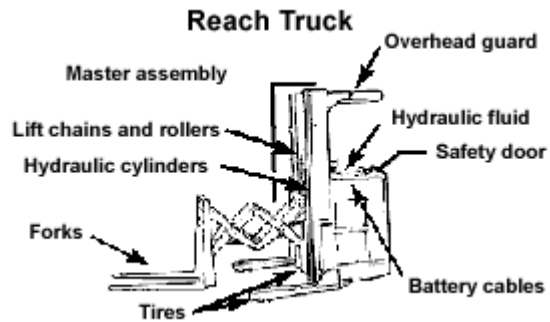
ENGINE RUNNING Procedures

- Standard equipment
 - Windshield wiper
 - Brakes
 - Hoist operation

Daily Inspection Checklist: Reach Truck

KEY OFF Procedures

- The vehicle inspection
 - Overhead guard
 - Hydraulic cylinders
 - Mast assembly
 - Lift chains and rollers
 - Forks
 - Tires
 - Battery cables
 - Safety door
 - Hydraulic fluid



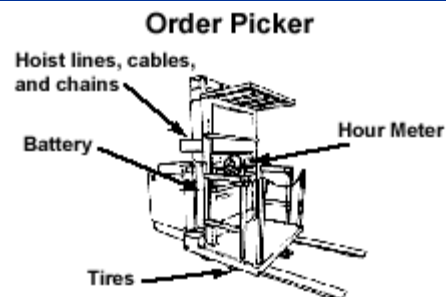
KEY ON Procedures

- Check the gauges
 - Battery discharge indicator
 - Hour meter
- Test the standard equipment
 - Steering
 - Brakes
 - Lights
 - Horn
- Test the control lever
- Check the operation of load-handling attachments

Daily Inspection Checklist: Order Picker

KEY OFF Procedures

- The vehicle inspection
 - Hoist lines, cables, and chains
 - Hour meter
 - Tires
 - Battery cables
 - Limiting device



KEY ON Procedures

- Check the battery discharge indicator
- Test the standard equipment
 - Safety interlock
 - Steering
 - Brakes
 - Lights
 - Horn
- Check the accessories
 - Gripper jaws
 - Work platform

SAMPLE GENERIC 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 Door** - (found on stand up rider models) Is it in place?
- 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?