Reach Lift Truck Pre-Use Inspection Sheet

Week Commencing:	
Make and Model:	
Fleet / Serial Number:	

Conduct the inspection on a pre-use or pre-shift basis.
Place an 'X' against defected items.
Report defects in the 'Additional Comments Box'.
Report serious defects immediately and isolate the machine to prevent unauthorised use.

ALBA FORKLIFT TRAINING

		MON	TUE	WED	THU	FRI	SAT	SUN
Walkaround Visual Inspections	Forks							
	Carriage and side shift							
	Load guard							
	Mast and mast rollers							
	Reach legs and rollers							
	Lift chains and pulleys							
	Hydraulics							
	Wheels and tyres							
	External condition							
	Battery and charger							
	Operating position and rating plate							
	Seat							
Functional	Lights and warning indicators							
	Horn and warning alarms							
	Hydraulic controls							
	Drive and braking							
	Steering							
	Operator Initials when checks complete							

Additional Comments:

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