

PRE-USE CHECKLIST (DAILY)

Driver Name:		Date:	Time:
Fork Truck Make/Model/Reg Number:			
Item	N/A	Checked	Detected fault
1. Fork-arms			
2. Carriage Plate/Attachment			
3. Backrest Extension			
4. Mast			
5. Mast Rollers/Slides			
6. Lift Chains			
7. Chain Pulleys			
8. Hydraulics			
9. Wheels			
10. Tyres			
11. External Truck Body			
12. Battery			
13. Operating Position			
14. Capacity Rating Plate			
15. Operator Seat/Seat Belt			
16. Starting Procedure Electric Fork Truck			
17. Starting Procedure Engine Truck			
18. Starting Procedure Gas Powered Truck			
19. Lights/Indicators/Flashing Beacon			
20. Audible Warnings			
21. Hydraulic Controls			
22. Driving/Braking			
23. Steering			
24. Other			
25. Other			
Faults Reported:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Reported to:
			Date