HEAVY VEHICLE INSPECTION AND MAINTENANCE SOFTWARE

Forklift Daily Safety Checklist for OSHA Compliance

Forklift Make/Model: _____

Forklift ID/Serial No.: _____

Fuel Type: _____

Hour Meter: _____

Facility/Location: _____

Operator Name: _____

Date of Inspection: _____

Sr	Inspection Item	Status	Remark
1	Manufacturer's nameplate present and legible	[ ] OK [ ] Fail	
2	Capacity plate readable and matches attachments	[ ] OK [ ] Fail	
3	Operator manual present and accessible	[ ] OK [ ] Fail	
4	Warning labels and decals readable	[ ] OK [ ] Fail	
5	General condition (cleanliness, damage, leaks)	[ ] OK [ ] Fail	
6	Overhead guard in place and undamaged	[ ] OK [ ] Fail	
7	Tires condition (inflation, no cuts)	[ ] OK [ ] Fail	
8	Wheels (no cracks or missing lugs)	[ ] OK [ ] Fail	
9	Forks (no cracks, bends, or excessive wear)	[ ] OK [ ] Fail	
10	Engine oil level (if applicable)	[ ] OK [ ] Fail	
11	Radiator fluid level (if applicable)	[ ] OK [ ] Fail	
12	Hydraulic fluid level	[ ] OK [ ] Fail	
13	Fuel level adequate for shift	[ ] OK [ ] Fail	
14	Operator seat and seat belt condition	[ ] OK [ ] Fail	
15	Floor plates clean and secure	[ ] OK [ ] Fail	
16	Steering wheel (secure, no excessive play)	[ ] OK [ ] Fail	
17	Horn (functional and audible)	[ ] OK [ ] Fail	
18	Backup alarm (operational)	[ ] OK [ ] Fail	
19	Lights: headlights, taillights, warning	[ ] OK [ ] Fail	

20	Lift and tilt cylinders (no leaks)	[ ] OK [ ] Fail	
21	Hydraulic hoses (no cracks or leaks)	[ ] OK [ ] Fail	
22	Engine starts easily	[ ] OK [ ] Fail	
23	Gauges function properly	[ ] OK [ ] Fail	
24	Brakes stop smoothly	[ ] OK [ ] Fail	
25	Battery charge adequate for shift	[ ] OK [ ] Fail	
26	Battery cables secure and undamaged	[ ] OK [ ] Fail	
27	LPG tank secured properly	[ ] OK [ ] Fail	
28	Exhaust system (no leaks)	[ ] OK [ ] Fail	

Signature: _____ Barcode: _____