

C N Workplace Evaluation - All Machine Types!

- Ground Conditions** - Holes, Obstructions etc.
- Wind and Weather** - High Winds or Harsh Weather.
- Overhead Hazards** - Structures, Utilities, Lights.
- Safety Items** - PPE, Eye Wash, First Aid Kit etc.

C N Counterbalance Internal Combustion Forklift Key Off / Visual Inspection

- Damage** - Bent, Dented or Broken Parts
Forks and lock pins Secure, not Bent, Cracked or Excessively Worn
- Tires/Wheels** - Drive Wheel / Steer Wheel Assemblies, Cracking, Broken Wheel Studs, Tire Cap and Casing Wear / Damage, Air Pressure etc.
- Chains / Cables / Hoses in Place.**
- Propane cylinder located on Pin,**
Cylinder Tank Straps in Place adjusted.
- Fuel Hoses and Lines in Good Condition,**
No Propane / Fuel leaks, Fuel Level.
- Engine oil level** - Check for Engine Oil leaks.
Transmission oil level - Check for Trans Oil leaks.
- Coolant Level** - Check for Coolant leaks
- Hydraulic Oil Level** - Check for Hydraulic Oil leaks.
- Battery** - Clean Connections, Battery Hold Down.
- Guards** - All Guards in Place and in Good Condition.
Includes Overhead, Backrest etc.
- Operator Compartment** - All Controls, Gauges,
Steering Wheel and Pedals / Pedal Pads in Good
Condition. Seat and Restraint Condition, Seat Locks
into Position, Seat Belt Locks and Releases.
- Mechanical Safety Equipment** - All Lights and
Lenses, Fire Extinguisher, Capacity data plate and
Warning Labels etc.

C N Key On / Engine On / Operational Inspection

- Power Up** - Turn Key On. All Indicator Lights,
Instruments and Alarms Working.
- Electrical Safety Devices** - Horn, Audible Signal,
Entry Bar, Flashing Lights, Indicator Lights, Collision
Avoidance System if Equipped etc Functioning.
- Parking Brake** - Seat (Operator Presence System)
/ Hand Brake, Holding.
- Tilt / Lift Cylinders** - Damage and or Leaks.
- Mast Assembly / Rollers** - Tight, Smooth Operation.
Lift chains / Anchors / Pins / Sheaves
- Carriage / Side shift / Rollers**
- Load Handling Attachments** - Function Properly,
and Securely in Place.
- Steering** - Full Range, No Binding, Excessive Play.
- Inching Pedal** - Stops and Declutches
- Forward / Reverse Drive and Brakes** - Moves and
Stops as Expected with Firm Pedal.
- Lift / Lower / Tilt Control** - Smooth Operation
Throughout the Operating Range.
- Scale Tested if Equipped**
- Unusual Noises**

C N Counterbalance / Narrow Aisle Electric Forklift Key Off / Visual Inspection

- Damage** - Bent, Dented or Broken Parts
Forks and lock pins Secure, not Bent,
Cracked or Excessively Worn
- Tires/Wheels** - Drive Wheels, Steer Wheels,
Load Wheels and Casters etc. Check for Wear,
Splitting and Pressure.
- Chains / Cables / Hoses in Place.**
- Hydraulic Oil Level** - Check for Hydraulic Oil leaks.
- Battery** - Battery Cable and Connector Condition,
Cable Routing (Not Outside of Truck), Battery Retainer
Securely in Place. (Electrolyte level if Authorized).
- Guards** - All Guards in Place and in Good Condition.
Includes Overhead, Backrest etc. Gates and Side Rails,
(SP & Turret Models).
- Operator Compartment** - All Controls, Gauges,
Steering Wheel and Pedals / Pedal Pads in Good
Condition. Seat and Restraint Condition, Seat Locks into
Position, Seat Belt Locks and Releases.
- Mechanical Safety Equipment** - All Lights and Lenses,
Fire Extinguisher, Capacity Data Plate and
Warning Labels etc.

C N Key On / Engine On / Operational Inspection

- Power Up** - Turn Key On. All Indicator Lights,
Instruments and Alarms Working.
- Power Disconnect** - If Equipped, Cuts Off All Electrical
Power.
- Battery Charge** - Discharge Meter in Green or 75%
Charge after Raising Forks.
- Electrical Safety Devices** - Horn, Audible Signal, Entry
Bar, Flashing Lights, Indicator Lights, Collision
Avoidance System if Equipped etc Functioning.
- Parking Brake** - Seat (Operator Presence System) /
Hand Brake, Holding.
- Tilt / Lift Cylinders** - Damage and or Leaks.
- Mast Assembly / Rollers** - Tight Smooth Operation
Lift chains / Anchors / Pins / Sheaves
- Carriage / Side shift / Rollers**
- Load Handling Attachments** - Function Properly,
and Securely in Place.
- Steering** - Full Range, No Binding, No Excessive Play.
- Brakes and Travel Controls** - Check Braking &
Plugging Distances. Also insure that the
Acceleration is Smooth.
- Lift / Lower / Tilt Control** - Smooth Operation
Throughout the Operating Range.
- Limit Switches if Equipped** - Travel, Lift, Tilt Limit etc.
- Scale Tested if Equipped**
- Wire Guidance if Eqpt (SP and Turret Option)** -
Acquisition, Tracking, Brakes Set, Alarm Works.
- End Aisle Control if Eqpt (SP and Turret Option)** -
Alarm and Truck Slows or Stops as Programmed.
- Unusual Noises**

✓ C for COMPLIANT or N for NON-COMPLIANT

DATE _____ MONTH _____ DAY _____ YEAR _____ SHIFT _____ DAY _____ AFTERNOON _____ NIGHT _____

MAKE _____ MODEL _____

SN: _____ UNIT# _____ HRS _____

EMPLOYEE OF or CONTRACTOR FOR: _____

OPERATOR / INSPECTOR:

NAME _____

SIGNATURE _____

SUPERVISOR:

NAME _____

SIGNATURE _____

NOTE: Federal law prohibits anyone UNDER 18 years of age to operate a forklift or for anyone OVER 18 years of age who is not properly trained and certified to do so.

Note NON-COMPLIANT on the back of this Page.

Caution - If the machine is deemed to be in need of repair or unsafe, or that the machines use may contribute to an unsafe condition, it shall be reported to the designated authority. The machine shall not be operated until it has been restored to safe operating condition. In cases where the conditions don't permit safe operation, don't use the machine until the unsafe condition has improved or been rectified. Should the machine become unsafe during operation, discontinue use and report to the designated authority. Do not make repairs or adjustments unless specifically authorized to do so.

Electric Pallet Truck

C N Key Off / Visual Inspection

- Damage** - Bent, Dented Forks or Broken Parts
- Wheels** - Load Wheels / Drive Wheel Wear etc.
- Battery** - Battery Cable and Connector Condition,
Securely in Place. (Electrolyte level if Authorized).
- Capacity Data Plate** - Warning Labels etc.
- Leaks** - Battery Acid or Hydraulic Oil.

C N Key On / Engine On / Operational Inspection

- Power Up** - Turn Key On. Indicator Lights /
Horn Working if Eqpt.
- Power Disconnect** - If Equipped, Cuts Off Electrical.
- Battery Charge** - Discharge Meter in Green or 75%
Charge after Raising.
- Steering Tiller** - Control Handle / Power head,
Full Range, No Binding, No Excessive Play.
- Forward / Revers Drive and Brakes** - Moves and
Stops as Expected.
- Lift / Lower Control** - Smooth Operation.
- Limit Switches** - Safety Reverse Switch.
- Unusual Noises**