

**Operator's Daily Checklist  
Electric Industrial Truck**

**SAFETY AND OPERATIONAL CHECKS (PRIOR TO EACH SHIFT)**

Have a **qualified** mechanic correct all problems.

Date: \_\_\_\_\_ Operator: \_\_\_\_\_

Truck#	Department
Model#	Shift
Serial#	Drive Hour Meter Reading
	Hoist Hour Meter Reading

<b>Motor Off Checks</b>	<b>OK</b>	<b>Maintenance</b>
Leaks – Hydraulic Oil, Battery		
Tires – Condition and Pressure		
Forks, Top Clip Retaining Pin and Heel -- Condition		
Load Backrest Extension – Attached		
Hydraulic Hoses, Mast Chains, Cables & Stops – Check Visually		
Finger Guards – Attached		
Overhead Guard – Attached		
Safety Warnings – Attached (Refer to Parts Manual for Location)		
Battery – Water/Electrolyte Level and Charge		
Hydraulic Fluid Level – Dipstick		
Transmission Fluid Level – Dipstick		
Operator's Manual in Container		
Capacity Plate Attached – Information Matches Model, Serial Number and Attachments		
Battery Restraint System – Adjust and Fasten		
Operator Protection Sitdown Truck - Seat Belt – Functioning Smoothly Man-up Truck – Fall protection/Restraining – Functioning		
Brake Fluid – Check Level		
<b>Motor On Checks (Unusual Noises Must Be Investigated Immediately)</b>	<b>OK</b>	<b>Maintenance</b>
Accelerator Linkage – Functioning Smoothly		
Parking Brake – Functioning Smoothly		
Service Brake – Functioning Smoothly		
Steering Operation – Functioning Smoothly		
Drive Control – Forward/Reverse – Functioning Smoothly		
Tilt Control – Forward and Back – Functioning Smoothly		
Hoist and Lowering Control – Functioning Smoothly		
Attachment Control – Operation		
Horn – Functioning		
Lights & Alarms (where present) – Functioning		
Hour Meter – Functioning		
Battery Discharge Indicator – Functioning		
Instrument Monitors – Functioning		