

Logo	Forklift Truck Inspection Checklist	Doc Ref #: XYZ/IMS/QHSE/F/00 Issue Date: DD-MM-YYYY Rev#: 00 Page 1 of 2
	QHSE FORM	
	Organization Name	

Inspection Sr. #: _____

Inspection Date		Inspected By	
Forklift Reg #		Reviewed By	
Project Name		Operator ID	
Location		Next Inspection	

Tick (✓) the correct option from the given options below

S/#	Criteria	Yes	No	N/A
1	Physical condition of the Forklift is in good condition, free of any damage?			
2	Fuel tank is in good condition and properly fitted to its exact location?			
3	Accelerator, Clutch, Brake, and Parking Brake are working properly?			
4	Overhead guard is installed to the forklift and in good condition free of rusting?			
5	Head and tail lamps are installed and working properly for night job?			
6	Counter balance is installed on Forklift?			
7	Chassis of the Forklift is in good condition, free of damage?			
8	Drive wheel and steer wheel are in good condition, no wear and tear?			
9	Forks, Carriage, and Load Bracket are in good condition, ready to use?			
10	Hydraulic Lift Cylinder is in good condition without any leakage of oil, grease etc?			
11	Side Mirrors and rear-view mirror are installed and working properly?			
12	Lights are working properly?			
13	Reverse Horn and Lighting system is installed and working properly?			
14	Horn is working properly when lifter is engaged in lifting activity?			
15	Fire extinguisher is in place and ready to use?			
16	Lift Lever, Tilt Lever, Side Shift Lever, Directional Shift Lever are working properly?			
17	Operator Training Certificate Expiry		Fire Extinguisher Expiry	
O t h e r s				

Prepared By	Approved By
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