

Drivers Daily Checksheet - Counterbalance Truck



WAREHOUSE TRAINING SOLUTIONS

Unit 31, North Park, North Road,
Finglas, Dublin 11.
Phone: (01) 856 70 60
info@warehousetraining.ie

Make: Hours meter:

Model: Serial No.:

Driver : Department:

Day: Date:

NOTE: This check must be made by the truck operator daily at the start of the shift.

		Comments	
VISUAL CHECKS	Damage Bent, Dented or broken parts	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	
	Leaks Drive unit, brakes, hydraulics	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	
	Tires & Wheels Drive, steer. Load, castors, etc.	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	
	Forks Secure, not bent, cracked or worn	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	
	Chains, cables & hoses In Place, links safe, No Damage	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	
	Battery Cables safe, Secure, No damage	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	
	Guards overhead, Backrest, Gates etc.	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	
	mechanical safety devices safety shield, bars, signs	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	
	Operator compartment all controls in good condition	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	

OPERATIONAL CHECKS	Power up Key on, All lights working	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	
	Power disconnect All power cut, no lights.	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	
	Electrical safety devices Horn, lights, beacons, indicators	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	
	Steering no binding or excessive play	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	
	Brakes & travel controls Brake and accelerator checks	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	
	Parking Brake Seat , Bellybutton, Hand or foot	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	
	Hydraulic controls test Tilt, lift, and other	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	
	Attachments Securely placed, no unusual noise	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	
	Limit Switches travel, Lift, Tilt and safety reverse	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	
	Battery Charge Meter green or 75% full charge	OK <input type="checkbox"/> FAULT <input type="checkbox"/>	

NOTE: ALL ISSUES OR DAMAGE MUST BE REPORTED TO THE SHIFT/DEPARTMENT SUPERVISOR IMMEDIATELY.