

Drivers Daily Checksheet - Reach Truck



WAREHOUSE TRAINING SOLUTIONS

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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.

VISUAL CHECKS

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

OK	<input type="checkbox"/>
FAULT	<input type="checkbox"/>
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Comments

OPERATIONAL CHECKS

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

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