

**GENERIC CHECKLIST
FOR POWERED INDUSTRIAL TRUCKS**

- 1. **Overhead Guard** - Are there broken welds, missing bolts, or damaged areas?
- 2. **Hydraulic Cylinders** - Is there leakage or damage on the lift, tilt, and attachment of the cylinders?
- 3. **Mast Assembly** - Are there broken welds, cracked or bent areas, and worn or missing stops?
- 4. **Lift Chains and rollers** Is there wear, damage, kinks, rust, or any sign that lubrication is required?
- 5. **Forks** Are they cracked or bent, worn, or mismatched?
 - a. Is there excessive oil or water on the forks?
- 6. **Tires** Are there large cuts that go around the circumference of the tire?
 - a. Are there large pieces of rubber missing or separated from the rim?
 - b. Are there missing lugs?
 - c. Is there bond separation that may cause slippage?
- 7. **Battery Check** Are the cell caps and terminal covers in place?
 - a. Are the cables missing insulation?
- 8. **Hydraulic Fluid** - Check level?
- 9. **Gauges** - Are they all properly working?
- 10. **Steering** Is there excessive free play?
- 11. If power steering, is the pump working?
- 12. **Brakes** Pedal soft? first indicator that the brakes are bad. Brakes should work in reverse,
 - a. Does the parking brake work? The truck should not move when the parking brake is engaged.
- 13. **Lights** - If equipped with lights, are they working properly?
- 14. **Horn** - Does the horn work?
- 15. **Safety seat** - if the truck is equipped with a safety seat is it working?
- 16. **Load Handling Attachments** Is there hesitation when hoisting or lowering the forks
 - a. Any hesitation, when using the forward or backward tilt, or the lateral travel on the side shift?
 - b. Is there excessive oil on the cylinders?
- 17. **Propane Tank** - Is the tank guard bracket properly positioned and locked down?
- 18. **Propane Hose**
 - a. Is it damaged? It should not be frayed, pinched, kinked, or bound in any way.
 - b. Is the connector threaded on squarely and tightly?
- 19. **Engine Oil** - Check levels.
- 20. **Engine Coolant** - Visually check the level.
 - a. Note: Never remove the radiator cap to check the coolant when the engine is running or hot. Stand to the side and turn your face away. Always use a glove or rag to protect your hand.
- 21. **Transmission Fluid** - Check levels?
- 22. **Windshield Wipers** - Do they work properly?
- 23. **Seat Belts** - Do they work?
- 24. **Safety Door** - (found on stand up rider models) Is it in place?
- 25. **Safety Switch** - (found on stand up riding tow tractors) Is it working?
- 26. **Hand guards** -(on stand up tow tractors, walking pallet trucks, walking transtackers) Are they in place?
- 27. **Tow Hook** Does it engage and release smoothly?
 - a Does the safety catch work properly?
- 28. **Control Lever** - Does the lever operate properly?
- 29. **Safety Interlock** - (found on order pickers) If the gate is open, does the vehicle run?
- 30. **Gripper Jaws** - (found on order pickers) Do the jaws open and close quickly and smoothly?
- 31. **Work Platform** - (found on order pickers) Does the platform raise and lower smoothly?