

OPERATOR'S DAILY CHECKLIST

WEEKLY RECORD

This check must be made by the operator at the start of the chart

Model: _____ Truck Number: _____ Week of: ____ / ____ / ____

Serial Number: _____ Hour Meter: _____ Shift Number: _____

Operator: _____ Supervisor: _____

Comments:

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VISUAL INSPECTIONS/KEY TURNED OFF

Mark Appropriate Box OK or R/A (Repair/Adjust)

1. TIRES:

- No gouges, chunking.....
- No bond failures.....
- Adequate Tread (if applicable).....

MON	TUES	WED	THUR	FRI	SAT	SUN

2. BATTERY:

- Fully charged and correct water level.....
- Properly installed.....
- Gates properly installed.....
- Emergency disconnect functions properly.....

3. LIFT/LOWER SYSTEM:

- No damage to chains, hoses, limit switches.....

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4. CONTROLS:

- Move smoothly without binding.....
- Returns to neutral when released.....

5. GENERAL:

- Guards and covers installed.....
- Decals – Warning/Safety/Operational.....
- Mast guard not cracked or chipped (if glass)...
- Check floor under vehicle for any oil dripping that might indicate a leak.....

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6. **HORN:**

- Works when button is depressed.....

MON	TUES	WED	THUR	FRI	SAT	SUN

7. **STEERING:**

- Smooth, without binding or excess play.....

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8. **DIRECTIONAL/SPEED CONTROL:**

- Moves smoothly without binding.....
- Returns to neutral when released.....
- Controls speed and direction properly.....
- Plugging functions properly.....
- Speed limits should function properly (*refer to Driver Operating Instruction Book*).....

9. **LIFT/LOWER SYSTEM:**

- Lift/Lower levers move freely and return to neutral when released.....
- Perform their functions as indicated.....

10. **HOUR METER:**

- Records hours of truck operation.....

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11. **BRAKES:**

- Pedal moves freely without binding.....
- Stops truck in specified distance (*refer to O&M*).....
- Speed limits should function properly (*refer to Driver Operating Instruction Book*).....

12. **EMERGENCY DISCONNECT:**

- Shuts down travel and lift functions when depressed (*carriage must be below 24' to reset system*).....

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13. **SAFETY:**

- All warning and working lights are working....
- All limit switches functioning properly (*refer to O&M*).....

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