

Operator Checklist- Electric Pallet Truck (Walkie or Rider)

To Be Performed at the Beginning of Each Shift

Week Ending Date: _____ Truck #: _____

Operator: _____

Hour Meter Start: _____ Hour Meter End: _____ Shift: 1st 2nd 3rd

Use a ✓ if ok. Use an ✖if problem exists. Report all problems immediately!

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Reversing Switch							
Horn							
Lift/Lower Controls smooth							
Tires and Load Wheels							
Battery Secured; Cables in Good Shape							
Brakes - Handle Up / Down							
Handle Returns to Full Return							
Check For Leaks							
Battery Discharge Indicator							
Steering							
Plugging Function							
Check Under Truck for Leaks							
Manufacturer Nameplate Legible							
All Safety Decals Legible							
Operator Manual in Place and Legible							

Comments:
