

Pre-shift checks

Engine counterbalance trucks

Chassis, bodywork & fittings

- 1 Check that the adjusting mechanism on the steering column is secure
- 2 Check the operator's seat and seat belt for security, excessive wear or damage
- 3 Check the tyres for damage, wear, and if necessary, correct air pressure
- 4 Check the wheels are securely fastened
- 5 Check wheel rims for damage or distortion
- 6 Check the level in the washer system reservoir (if applicable)
- 7 Check the overhead guard for damage or distortion
- 8 Check that all panels and covers are securely attached
- 9 Remove any loose foreign objects from the truck
- 10 Check the rear view mirrors (if fitted)

Engine

- 1 Diesel: Check fuel level, do not overfill
- 2 LPG: Check fill level in the LPG system. Check that the LPG tank is correctly positioned and secure
- 3 Check engine oil level, caution when hot
- 4 Check cooling fluid level, NEVER when hot

Load lift system

- 1 Check fork arms and fork latches are correctly fitted, undamaged and not distorted
- 2 Check the fork carriage plate is secure with no cracks or distortion
- 3 Check the load backrest extension (if fitted) is secure and undamaged
- 4 Check the mast, lift chains and chain anchors for debris, excessive wear or rust
- 5 Check that any attachments are working correctly. Observe the manufacturer's operating instructions

Hydraulic system & fluids

- 1 Check the oil level in the hydraulic system
- 2 Visually check the transmission, steering, working hydraulics and engine for leaks

Controls

- 1 Check the drive system for smooth control and responsiveness
- 2 Test service and parking brakes for correct operation
- 3 Check the steering system for smooth control and responsiveness
- 4 Check the operation of the hydraulic levers

Electrics

- 1 Check the operation of lights, beacons, wipers etc.
- 2 Check the correct operation of any safety interlocks e.g. seat switch
- 3 Check the operation of the horn
- 4 Check the operator's display



NEVER OPERATE A FAULTY TRUCK. REPORT ANY DEFECTS TO SUPERVISION. ONLY OPERATE A TRUCK IF YOU HAVE VALID CERTIFICATION. ENSURE YOU ADJUST THE SEAT, STEERING COLUMN AND ARMREST FOR COMFORTABLE USE. ALWAYS ATTACH THE SEATBELT BEFORE OPERATING THE TRUCK. IF IN DOUBT, REFER TO THE OPERATING INSTRUCTIONS FOR THE TRUCK