

# BEI

## DAILY TELEHANDLER/FORKLIFT & EQUIPMENT INSPECTION

JOB FOREMAN: \_\_\_\_\_ JOB NUMBER: \_\_\_\_\_ DATE: \_\_\_/\_\_\_/\_\_\_

ALL TELEHANDLERS (FORKLIFTS) AND EQUIPMENT WILL BE INSPECTED DAILY BY THE BEI TRAINED AND COMPETENT PERSON OPERATING THEM. TELEHANDLERS (FORKLIFTS) AND EQUIPMENT WILL BE INSPECTED PER THE MANUFACTURES INSPECTION FORM LOCATED INSIDE THE WEATHER COMPARTMENT ON THE TELEHANDLERS (FORKLIFTS) AND EQUIPMENT. THIS PAPER MUST BE TURNED INTO THE JOB FORMAN DAILY OR WEEKLY. IF THE TELEHANDLERS (FORKLIFTS) AND EQUIPMENT DOES NOT MEET THE INSPECTION CRITERIA THEN TAG IT OUT OF SERVICE, AND TAKE THE KEY IMMEDIATELY TO THE JOB FOREMAN SO IT CAN BE REPAIRED. NEVER USE OR OPERATE ANY TYPE OF EQUIPEMENT THAT DOES NOT PASS INSPECTION.

EQUIPMENT INSPECTION CHECKLIST	
TYPE OF EQUIPMENT:	
EQUIPMENT ID NUMBER:	
INSPECTION ITEM & DESCRIPTION	

1	EMERGENCY STOP AND BRAKES
2	OPERATION LEVERS AND CONTROLS
3	FOOT CONTROLS (IF APPLICABLE)
4	SAFETY SIGNS & LOAD CHARTS
5	HYDRAULIC LEAKS
6	PIVOT PINS
7	VERT. MAST SLIDING AND ROLLING PARTS
8	BROKEN, CRACKED, OR LOOSE PARTS
9	LIGHT, MIRRORS, AND WINDOW CLEAN
10	SEAT BELT AND SEAT BELT MOUNT
11	TIRES, OUTRIGGERS, AND TRACKS
12	BACK UP ALARM, HORN, AND MANUAL
13	OIL LEVEL
14	FUEL LEVEL
15	HAND GRABS AND STEPS
16	STEERING

COMMENTS: \_\_\_\_\_  
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