



EQUIPMENT PRE-START CHECKLIST

Forklift

Inspection Guidelines

Air Conditioner	Check air conditioning is functioning properly.
Cabin Clean	Ensure cabin is clean. Remove rubbish from floors, seat and dash.
Compliance Sticker	Check that safety / registration has not expired.
Engine Coolant Level	Check coolant fluid levels, via recovery bottle. Do not open radiator cap as system could be under pressure and cause injury.
Engine Oil Level	With engine stopped, remove engine oil dip stick, wipe clean and re-insert, remove again. Read level to check that it is between min and max.
Fan and fan belts	Check the fan isn't damaged and the belts are tight and in good condition.
Fire Extinguisher	Check fire extinguisher is correctly mounted in carrier. Check extinguisher pressure gauge for charge. Charge must be in the green zone. Check extinguisher inspection tag.
First-Aid Kit	Check to see if kit is in vehicle. Open kit and check stock for missing items. Ensure kit is sealed correctly after inspection.
Flashing Beacon	Inspect light for damage and test operation.
Fluid Levels (Brake, Clutch, Power Steering)	Check fluid level in reservoir by checking the level is visible between min and max. Do not remove the cap of the reservoir. Check filler cap for leakage or damage.
Fuel	¼ tank to go to mine from Tabubil.
General Condition	Check the general overall condition of the vehicle, panel damage etc.
Horn	Test horn, horn should be loud and of consistent pitch.
Implements	Inspect and check the attachments (Lifting Jib, Forks) and SWL rating plates.
Lights	Operate head lights, indicators, brake and tails, check they are working and clean.
Minor Oil Leaks	Check for minor leakage such as drips, seeping, and oil in and around engine bay.
Mirrors	Check mirrors for cleanliness, security and damage. Correct the positioning to maximise visibility and minimise blind spots.
Seat and Seat Belt	Check seat for damage, tears and ensure all functions of seat operate adequately and provide comfort and support. Check belt and clasp for damage, tears, rips and holes. Ensure both ends meet securely and ensure clasp holds securely.
Park Brake	Check park brake is holding the vehicle when the transmission is in neutral.
Pins/Bushes/Hydraulic Lines	Check pin and bushes for wear and hydraulic lines for leaks of damage.
Reverse Alarm / Light	With park brake on, key on, select reverse gear, listen for reversing alarm and inspect for reverse light.
SAFEmine Collision Avoidance	Check that the LED light on the right hand side of screen is red.
Service Brake	After start up, check service brake is functional at low speeds.
Speedometer	Check the speedometer and odometer are both operational.
Steering System	Check steering is responsive to drivers' input.
Suspension / Undercarriage	Inspect the suspension and undercarriage for damage or faults.
Temperature Gauge	Check that temperature gauge is operational.
TrakPro Vehicle Tracking	Check that the LED light on the right hand side of screen is red.
Two Way Radio	Ensure radio is set on the correct channel as used on site. Depress transmit button and release. A responding click should be heard from the radio speaker. If there is any suspicion that the radio is not functioning, send a test transmission.
Tyres, Rims, Wheel Nuts & Wheel Nut Indicators	Inspect all tyres for damage to side walls, tyre tread depth, tread damage, cracks and rims. Check for deflated or visually low pressure in tyres. Inspect the wheels nuts and where fitted wheel nut indicators for indication of movement and broken or missing studs and nuts. Check for indications of wheel movement on hub at nuts.
Visibility of Asset ID	Check the asset ID is clearly displayed on both sides of the vehicle.
Warning Lights / Gauges	Check the warning lights and gauges on the dash are operational.
Windows and Doors	Check for damage to doors and windows. Ensure the doors and windows open and close properly.
Windscreen	Check windscreen for damage and cleanliness. Ensure visibility is not reduced by dirty windscreen, clean as necessary.
Wipers / Washers	Check wipers for damage. Check water level, activate switch and check they work.

Seklist bilong Poklip Masin

Win masin	Sekim win masin sapos em wok gut.
Kebin klin	Kebin mas klin. Rausim pipia long plua, sia na insait long kar.
Komplaiens Stika	Sekim gut seifti stika na registresen ino pinis yet.
Ensin kulent levlo	Sekim levlo bilong kulent wara. Noken opim redieta kep – sistem iken stap aninit long presa na kamapim birua.
Ensin wel mak	Kilim dai ensin, rausim ensin oil stik, sekim, klinim na putim go bek. Ritim mak long sekim sapos em istap namel.
Fen na fen let	Sekim fen sapos igat bagarap o nogat. Fen let tu mas tait na I stap gut.
Paia estingwisa	Sekim paia estingwisa sapos em stap gut long basket bilong em. Sekim presa mita bilong paia estingwisa. Presa mita em mas stap long grinpela mak. Sekim teg bilong paia estingwisa.
Marasin kitbek	Sekim na lukim sapos marasin kitbek stap insait long kar. Opim marasin kitbek na sekim sapos sampela samting ino stap. Pasim marasin kitbek gut taim yu pinis long sekim.
Disko lait	Sekim disko lait sapos em wok gut.
Wara mak bilong brek, klas na pawa stia	Sekim mak bilong brek, klas na pawa stia insait long tenk. Noken rausim lit bilong tenk. Sekim fila kep long lukim sapos igat lik o em bagarap.
Fiul (bensin, disil o petrol)	Sekim sapos igat inap fiul long stap long Tabubil na go long Mine (1/4 tenk mak).
Generol kondisen	Sekim insait na autsait long kar na lukim sapos igat sampela rong o bagarap.
Belo	Tesim belo, belo mas krai bikpela.
Jib,Pok na seif wok lot plet	Sekim gut jib bilong hapim kago, pok na mak bilong seif wok lot.
Lait	Onim na tesim ol het lait, indiketa, brek na tel lait sapos ol I klin na wok gut.
Ol liklik oil lik	Sekim na lukim sapos igat liklik oil lik klostu long ensin hap.
Mira	Sekim olgeta mira; em mas klin na nogat bagarap. Sapos mira ino stap gut, stretim gut inap long lukluk longwe, baksait na long saitsait.
Sia na sialet	Sekim sia long sampela bagarap o bruk. Sia mas wok gut na inap long sapotim wokman/meri taim em sidaun. Sekim sialet na lok sapos igat bagarap, bruk o hat long pas gut. Sialet lok mas pas gut.
Pak brek	Sekim pak brek imas wok gut taim gia istap nating o long neutral.
Pin/Nat/Bering/Haidrolik lain	Sekim pin na bus sapos bagarap liklik. Sekim tu haidrolik lain sapos I gat lik na bagarap.
Tanbek alam/lait	Taim pak brek on, ki on, surukim gia igo long tanbek na traim harim sapos tanbek alam ikrai na tu sekim tanbek lait.
SAFEmine - Abrusim bam masin	Sekim na lukim sapos LED lait long rait sait ret.
Sevis brek	Taim yu statim kar pinis, sekim sevis brek sapos emi wok long lo spit.
Spitmita	Sekim spit na revmita. Ol imas wok.
Stia sistem	Sekim gut stiarng bilong kar sapos em I wok gut.
Saspensen/Bodi bilong poklip	Sekim gut saspensen na bodi bilong poklip sapos I gat bagarap o rong.
Hat/kol mita	Sekim hat/kol mita sapos I wok gut o nogat.
TrakPro – Trekim Kar masin	Sekim na lukim sapos LED lait long rait sait ret.
Tu we redio/wailis	Onim redio/wailis na putim go long rait senol. Presim baten bilong toktok na lukim sapos emi wok o nogat. Yu mas harim wanpela liklik pairap long redio spika. Sapos yu bilip olsem redio ino wok gut, traim salim wanpela tes redio toksave.
Taia, rim, wil nats na wil nat indiketa	Sekim long bagarap long sait wol bilong taia, taia tret o sais bilong taia I orait na ino kela na sapos igat liklik hap I bruk o nogat. Sekim tu wil nat na lukim sapos ol nat I lain gut wantaim indiketa. Sekim presa bilong taia. Sekim wil nat na wil nat indiketa sapos I muv, bruk o nat I lus. Sekim ol wil nat gut.
Kar ID	Sekim sapos namba bilong kar I stap na kliia long tupela sait wantaim.
Lukaut/waning lait	Sekim ol lukaut/waning lait na ol namba long des sapos olgeta I wok o nogat.
Windo na Dua	Sekim windo na dua long bagarap. Sekim gut sapos dua na windo iken op na pas gut.
Winskrin glas	Sekim glas bilong winskrin long lukim sapos I klin na nogat bagarap.
Waipa/Wasa	Sekim waipa sapos igat sampela bagarap. Sekim wara mak bilong waipa wara, onim swis na sekim sapos emi wok gut.

**Report any check items that fail to
your supervisor and do not operate
the forklift until they are repaired**

**ARE YOU
TRAINED
HAVE A VALID PERMIT
AND FIT FOR WORK**

Wheel Nut Indicators

Wheel nut indicators are fitted to the wheel nuts to help identify any loose wheel nuts. Vehicle operators will notice when any nuts are out of alignment, preventing the possibilities of wheel detachment.



EQUIPMENT PRE-START CHECKLIST FORKLIFT

Competent and Authorised Operator's name		Form Number FRK - 000001
Equipment Type / Make / Model / Shape		Shift
Company	Equipment ID	Odometer/Hourmeter

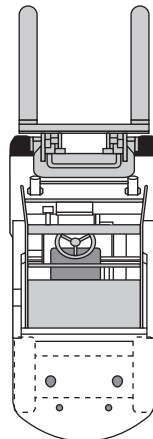
Start at the isolation point and conduct a walkaround inspection. Check the following:	Pass	Fail	N/A
WALK-AROUND			
Tags and locks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Registration and Safety Sticker	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fluid levels (e.g. oil, water and leaks)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Wheels (e.g. tyres, rims and nuts)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Hydraulic lines and connections	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pins and bushes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Forks and any other attachments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Implement load rating plate	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Mast and backrest	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Safety guards	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Undercarriage (e.g. suspension, leaks)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
ROPS and FOPS	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Vehicle condition and cleanliness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Seats and seatbelts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fire extinguisher	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
First Aid Kit in Vehicle and Fully Stocked	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Windscreen and Windows	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
START UP			
Mirrors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Two-way radio	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reversing alarm	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Horn	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Washers and wipers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fuel level	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Controls (e.g. gauges and warning lights)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reverse lights, brake lights and indicators	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Flashing light	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Work lights	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Unusual noises, vibrations or smells	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Brake test (including park brake)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

COMMENTS/DEFECTS

Report anything that affects the safe operation of the equipment. Refer to site procedures regarding the handling of equipment with defects.

Is corrective action needed Yes No

Comments or details of repairs needed:



..... / .. / ..
Maintenance close out signature

Date

AM I TRAINED, HAVE A CURRENT PERMIT AND FIT FOR WORK TO OPERATE THIS EQUIPMENT AND ATTACHMENTS Yes No
If no, do not proceed

..... / .. / ..
Signature (Operator)

Date

..... / .. / ..
Signature (Supervisor)

Date