

FORKLIFT PRE-USE INSPECTIONS

FORKLIFTS ARE AN INTEGRAL PIECE OF EQUIPMENT ON WORKSITES AND UNDERGO RIGOROUS USE EVERY DAY. BECAUSE MALFUNCTIONS IN THE EQUIPMENT CAN POTENTIALLY CAUSE A SERIOUS OR FATAL INJURY, FORKLIFTS REQUIRE FREQUENT INSPECTIONS TO ENSURE THE EQUIPMENT FUNCTIONS PROPERLY AND SAFELY TO PROTECT THE FORKLIFT OPERATOR.

- WHEN IS AN INSPECTION REQUIRED?
- VISUAL INSPECTION
- OPERATIONAL INSPECTION
- WHAT TO DO IF DEFICIENCIES ARE FOUND



BC Forest Safety

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FORKLIFT PRE-USE INSPECTIONS



WHEN IS AN INSPECTION REQUIRED?

Before using a forklift, the operator must conduct and document a pre-use inspection. Pre-use inspections must be completed at least once per shift and consist of a visual check and operational check. Always check to ensure the pre-shift / pre-use inspection has been completed - never assume it has been completed by someone else.

VISUAL INSPECTION

A visual check involves a visual inspection of forklift components. Generally, you are checking to ensure all required components are present and in good condition.

Areas of the forklift requiring checks include:

- Overall condition
- Fluids (oil, fuel and radiator)
- Cables, wires and connections
- Wheels and tires
- Forks
- Mast
- Counter weight
- Capacity Plate

OPERATIONAL INSPECTION

An operational check involves turning the forklift on and testing its various functions to ensure it is mechanically sound and working safely while in operation.

The operational inspection includes:

- Checking engine for noises and leaks
- Checking the seat belt for damage
- Testing the lights, horns and brakes
- Checking lifting, tilt and side shift

WHAT TO DO IF DEFICIENCIES ARE FOUND

If any deficiencies or malfunctions are found while conducting your pre-use inspection, the operator should immediately remove the keys and tag the forklift out-of-service and report the deficiencies to their supervisor so they can be addressed in a timely manner.

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