

BACKHOE LOADER · DAILY WALKAROUND

FREQUENCY

Pre-Trip Inspection

EVERY SHIFT

Do this walkaround at the start of every shift: level ground, loader and hoe grounded, stabilizers down, engine off. Don't start the machine until it's done. Anything that affects safe operation gets tagged out before it moves.

UNIT #	MAKE / MODEL	HOUR METER	DATE / SHIFT	OPERATOR

ITEM	WHAT YOU'RE LOOKING FOR	OK	DEF	N/A
BEFORE YOU APPROACH				
Work area and overhead path	people, vehicles, power lines, open trenches, soft or sloped ground	☐	☐	☐
Ground under the machine	fresh oil, coolant, fuel or hydraulic puddles	☐	☐	☐
Steps, handholds, platforms	secure, clean, free of mud, ice, snow and grease	☐	☐	☐
Guards, covers and housekeeping	in place, undamaged, closed; trash and grease build-up cleared	☐	☐	☐
LOADER END				
Loader bucket, cutting edge, teeth	wear, cracks, loose or missing teeth and adapters	☐	☐	☐
Bucket pins, retainers, quick coupler	secure, locked, retainer bolts in place, wear at the hooks	☐	☐	☐
Loader arms and linkage	cracks, bent plates, weld damage, pin play	☐	☐	☐
Lift and tilt cylinders	leaks at seals, scored or bent rods, hose chafe	☐	☐	☐
Loader hoses and fittings	chafe, weeping, bulges, damage	☐	☐	☐
Grease points, both ends	loader, hoe, swing frame and stabilizer pins greased per the lube chart	☐	☐	☐
BACKHOE END				
Hoe bucket, teeth and retainers	wear, cracks, loose or missing teeth	☐	☐	☐
Boom, stick and extendable stick	cracks, weld damage, wear pad condition, pin play	☐	☐	☐
Hoe cylinders, hoses and couplers	leaks, scored or bent rods, chafe, auxiliary couplers capped	☐	☐	☐
Swing frame and side shift	wear, leaks, grease, rails and locks secure	☐	☐	☐
Stabilizers, shoes, pads, cylinders	wear, leaks, pads intact, no damage	☐	☐	☐
Boom transport lock	present, engages and releases, no damage	☐	☐	☐
WHEELS, AXLES AND BRAKES				
Tires, wheels and lug nuts	cuts, exposed cord, uneven wear, pressure, lugs tight, valve stems	☐	☐	☐
Front axle, steering cylinders, tie rods	leaks, bent rods, worn pins, loose ends	☐	☐	☐
Rear axle, wheel ends, drive shafts	leaks, damage, loose hardware, u-joint play	☐	☐	☐
Frame and counterweight	cracks, damage, missing bolts	☐	☐	☐
Brake lines and park brake	leaks, chafe, lines secure, park brake holds	☐	☐	☐
ENGINE COMPARTMENT AND FLUIDS (ENGINE OFF)				
Engine oil level	level on dipstick, condition	☐	☐	☐
Coolant level	level in surge tank; never open a hot system	☐	☐	☐
Hydraulic oil level	level in sight glass, machine in the checking position	☐	☐	☐
Transmission and brake fluid levels	both at the correct level; low brake fluid means service before operating	☐	☐	☐
Fuel and DEF level, caps, water separator	enough fuel for the shift, caps sealed, drain water, no DEF crystals	☐	☐	☐

Pre-Trip Inspection (continued)

Unit # _____ Date _____

ITEM	WHAT YOU'RE LOOKING FOR	OK	DEF	N/A
ENGINE COMPARTMENT AND FLUIDS (ENGINE OFF) (CONTINUED)				
Air cleaner indicator and dust valve	not tripped, dust valve clear, service if flagged	☐	☐	☐
Belts, hoses and engine bay leaks	tightness, cracks, chafe; oil, fuel, coolant or hydraulic leaks	☐	☐	☐
Radiator, grill and cooler cores	debris, fin blockage, leaks	☐	☐	☐
Batteries, cables and disconnect switch	secure, terminals clean and tight, no corrosion	☐	☐	☐

LIGHTS, SAFETY DEVICES AND EXTERIOR

Work lights, road lights, beacon	working, lenses intact and clean	☐	☐	☐
Windows, mirrors and cameras	intact, clean, adjusted, unobstructed view	☐	☐	☐
Fire extinguisher	charged, mounted, inspection tag current	☐	☐	☐
ROPS / FOPS and cab mounts	damage, cracks, loose mounting bolts	☐	☐	☐
Decals, labels and SMV sign	present, legible, sign fitted if roading	☐	☐	☐

IN THE CAB (BEFORE START)

Seat and seat belt	condition, buckle latches, mounting secure, age within replacement interval	☐	☐	☐
Controls, transmission, park brake	in neutral, park brake set, loader and hoe levers in hold	☐	☐	☐
Cab floor and pedals	clear of tools, mud and debris	☐	☐	☐
Wipers, washers, heater and defrost	working, washer fluid topped up, clear visibility	☐	☐	☐
Emergency exit and hammer	present, accessible, unobstructed	☐	☐	☐
Operator's manual and inspection log	in the cab	☐	☐	☐
Hour meter reading	recorded on this sheet	☐	☐	☐

FUNCTION CHECK (ENGINE RUNNING)

Start-up and gauges	no abnormal noise or smoke, warning lights clear, no fault codes	☐	☐	☐
Horn, backup alarm, camera	all working	☐	☐	☐
Loader lift, tilt, return-to-dig	smooth, no drift, no abnormal noise	☐	☐	☐
Hoe functions and stabilizers	smooth, no drift, stabilizers hold position	☐	☐	☐
Steering and 4WD (if equipped)	no wander or binding, engages and releases	☐	☐	☐
Service brake, park brake, disconnect	stops the machine, park brake holds on a grade	☐	☐	☐
Leaks after pressure is up	recheck cylinders, hoses, pumps and valve bank	☐	☐	☐

DEFECTS FOUND

(one line per defect; safety-critical = machine does not operate until it's fixed)

#	ITEM / LOCATION	DESCRIBE THE DEFECT	SAFETY-CRITICAL?	REPORTED TO
1			☐ Y ☐ N	
2			☐ Y ☐ N	
3			☐ Y ☐ N	
4			☐ Y ☐ N	

RESULT

- ☐ Safe to operate, no defects
☐ Safe to operate, defects noted above for repair
☐ **DO NOT OPERATE: tagged out until safety-critical defects are fixed**

OPERATOR SIGNATURE _____

SUPERVISOR / REVIEWED BY _____

DATE / TIME _____