

## TELEHANDLER • DAILY WALKAROUND

FREQUENCY

# Pre-Trip Inspection

EVERY SHIFT

Do this walkaround at the start of every shift: level ground, boom retracted and lowered, forks 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                      |
|---------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------|--------------------------|--------------------------|
| <b>BEFORE YOU APPROACH</b>                        |                                                                                     |                          |                          |                          |
| Work area and overhead path                       | people, vehicles, power lines, clearance for a raised boom, soft or sloped ground   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Ground under the machine                          | fresh oil, coolant, fuel or hydraulic puddles                                       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Steps, handholds, platforms                       | secure, clean, free of mud, ice, snow and grease                                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Guards, covers and housekeeping                   | in place, undamaged, closed; trash and grease build-up cleared                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>BOOM, CARRIAGE AND FORKS</b>                   |                                                                                     |                          |                          |                          |
| Forks and fork pins                               | cracks, bends, heel wear, locking pins seated, both forks the same                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Carriage and quick coupler                        | secure, locked, retainer pins and plates in place, wear at the hooks                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Attachment (if fitted)                            | pinned and locked, hydraulic couplers seated, capacity chart matches the attachment | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Boom sections and wear pads                       | cracks, bent plates, weld damage, pad wear, debris in the boom track                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Boom chains and sheaves                           | tension, stretch, broken or seized links, rust, sheave condition                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Lift, extend, tilt and frame level cylinders      | leaks at seals, scored or bent rods, hose chafe                                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Boom hoses, fittings and cable track              | chafe, weeping, bulges, damage, routing secure                                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Grease points                                     | boom pivots, cylinder pins and carriage greased per the lube chart                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Load chart and capacity decals                    | present, legible, correct chart in the cab for the attachment fitted                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>AXLES, TIRES AND BRAKES</b>                    |                                                                                     |                          |                          |                          |
| Tires, wheels and lug nuts                        | cuts, exposed cord, uneven wear, pressure, lugs tight, valve stems                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Axles, wheel ends, drive shafts                   | leaks, damage, loose mounting hardware, u-joint play                                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Steering linkage and cylinders                    | leaks, bent rods, worn pins, loose tie rod ends                                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Frame, counterweight, stabilizers                 | cracks, missing bolts, leaks, pads intact, no damage                                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Brake lines and park brake                        | leaks, chafe, lines secure, park brake holds                                        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>ENGINE COMPARTMENT AND FLUIDS (ENGINE OFF)</b> |                                                                                     |                          |                          |                          |
| Engine oil level                                  | level on dipstick, condition                                                        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Coolant level                                     | level in surge tank; never open a hot system                                        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Hydraulic oil level                               | level in sight glass, boom retracted and lowered                                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Transmission and brake fluid levels               | both at the correct level; low brake fluid means service before operating           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Fuel and DEF level, caps, water separator         | enough fuel for the shift, caps sealed, drain water, no DEF crystals                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Air cleaner restriction indicator                 | not tripped; empty the vacuator valve, service if flagged                           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Exhaust and turbo area                            | debris and grease build-up, damaged shields, leaks                                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Belts, hoses and engine bay leaks                 | tightness, cracks, chafe; oil, fuel, coolant or hydraulic leaks                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Radiator, oil cooler, AC condenser                | debris, fin blockage, leaks                                                         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

## Pre-Trip Inspection (continued)

Unit # \_\_\_\_\_ Date \_\_\_\_\_

| ITEM                                                   | WHAT YOU'RE LOOKING FOR                         | OK                       | DEF                      | N/A                      |
|--------------------------------------------------------|-------------------------------------------------|--------------------------|--------------------------|--------------------------|
| ENGINE COMPARTMENT AND FLUIDS (ENGINE OFF) (CONTINUED) |                                                 |                          |                          |                          |
| Batteries and disconnect switch                        | secure, terminals clean and tight, no corrosion | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

## LIGHTS, SAFETY DEVICES AND EXTERIOR

|                                  |                                            |                          |                          |                          |
|----------------------------------|--------------------------------------------|--------------------------|--------------------------|--------------------------|
| Work lights, boom lights, beacon | working, lenses intact and clean           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Windows, mirrors and cameras     | intact, clean, adjusted, unobstructed view | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Fire extinguisher                | charged, mounted, inspection tag current   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| ROPS / FOPS and cab mounts       | damage, cracks, loose mounting bolts       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

## IN THE CAB (BEFORE START)

|                                      |                                                                             |                          |                          |                          |
|--------------------------------------|-----------------------------------------------------------------------------|--------------------------|--------------------------|--------------------------|
| Seat and seat belt                   | condition, buckle latches, mounting secure, age within replacement interval | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Controls and park brake              | in neutral, park brake set, controls return to neutral                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Cab floor and pedals                 | clear of tools, mud and debris                                              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Wipers, washers, heater and defrost  | working, washer fluid topped up, clear visibility in all conditions         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Emergency exit and hammer            | present, accessible, unobstructed                                           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Operator's manual and inspection log | in the cab                                                                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Hour meter reading                   | recorded on this sheet                                                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

## FUNCTION CHECK (ENGINE RUNNING)

|                                           |                                                                  |                          |                          |                          |
|-------------------------------------------|------------------------------------------------------------------|--------------------------|--------------------------|--------------------------|
| Start-up and gauges                       | no abnormal noise or smoke, warning lights clear, no fault codes | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Horn, back-up alarm, back-up camera       | all working                                                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Boom lift, extend, retract, tilt          | smooth, no drift, no abnormal noise or jerking                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Frame level and stabilizers (if equipped) | full travel both ways, holds position                            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Load stability / RAS system               | self-test passes, warning and override work as they should       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Steering                                  | all steer modes select and align, no wander or binding           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Service brake and park brake              | stops the machine, park brake holds on a grade                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Leaks after pressure is up                | recheck cylinders, hoses, pumps and valve bank                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

## 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 |                 |                     | <input type="checkbox"/> Y <input type="checkbox"/> N |             |
| 2 |                 |                     | <input type="checkbox"/> Y <input type="checkbox"/> N |             |
| 3 |                 |                     | <input type="checkbox"/> Y <input type="checkbox"/> N |             |
| 4 |                 |                     | <input type="checkbox"/> Y <input type="checkbox"/> 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 \_\_\_\_\_