

OpsAuditHub opsaudithub.com	DOC ID: SAF-0005	REVISION: Rev 2.4 (2026)
	STANDARD: OSHA 29 CFR 1910.178 (Powered Industrial Trucks)	AUDIT FREQUENCY: Daily Pre-Shift

Forklift Pre Operation Inspection Checklist Free Download

Operational Scope: Mandatory pre-operation inspection for all powered industrial trucks to identify mechanical defects and unsafe operating conditions before deployment. Ensures strict regulatory compliance, mitigates rollover and collision hazards, and protects warehouse personnel.

MANDATORY PPE:	High-Visibility Vest (ANSI/ISEA 107), Steel-Toe Safety Boots (ASTM F2413), Safety Glasses (ANSI Z87.1), Hard Hat (ANSI Z89.1), Cut-Resistant Gloves
PREREQUISITES:	Forklift parked on level ground with parking brake engaged and forks lowered completely. Engine or electrical system powered OFF with key removed or battery disconnect isolated. Immediate surrounding work zone clear of pedestrian traffic and active pick paths.

VISUAL (OFF-TRUCK) INSPECTION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	Fluid Leaks	Inspect ground under the forklift for pooling or dripping engine oil, hydraulic fluid, coolant, or battery acid.	Critical (Immediate Out of Service)	☐ PASS ☐ FAIL ☐ N/A
2	Tires and Wheels	Check for severe gouges, deep cuts, chunking, missing rubber, loose lug nuts, or exposed wheel hubs.	Critical (Immediate Out of Service)	☐ PASS ☐ FAIL ☐ N/A
3	Forks and Load Backrest	Verify forks are free of cracks, heavy bending, excessive wear at the heel, and the locking pin is fully secured.	Critical (Immediate Out of Service)	☐ PASS ☐ FAIL ☐ N/A
4	Mast and Lift Chains	Check mast uprights for structural cracks; inspect lift chains for rust, excessive slack, misalignment, or missing cotter pins.	Critical (Immediate Out of Service)	☐ PASS ☐ FAIL ☐ N/A

OPERATIONAL (ON-TRUCK) INSPECTION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
5	Seatbelt and Restraint System	Ensure the seatbelt retracts smoothly, latches securely without hesitation, and webbing is free of frays or tears.	Critical (Immediate Out of Service)	☐ PASS ☐ FAIL ☐ N/A
6	Hydraulic Controls	Test lift, lower, tilt, and side-shift levers for smooth operation, automatic centering, and absence of hydraulic drift.	Warning	☐ PASS ☐ FAIL ☐ N/A
7	Brakes and Parking Brake	Verify service brake pedal holds firm pressure, and the parking brake successfully holds the truck on an incline.	Critical (Immediate Out of Service)	☐ PASS ☐ FAIL ☐ N/A
8	Horn, Backup Alarm, and Strobe	Test audible horn and backup alarm for adequate decibel output; verify amber strobe/beacon operational status.	Warning	☐ PASS ☐ FAIL ☐ N/A
9	Steering Responsiveness	Check steering wheel for excessive play, binding, or delayed steering response while turning lock-to-lock.	Critical (Immediate Out of Service)	☐ PASS ☐ FAIL ☐ N/A

Certified Forklift Operator Signature: _____	Date / Time: _____	Badge / Cert #: _____
Warehouse Safety Supervisor Sign-off: _____	Review Date: _____	Audit Status: ☐ Approved ☐ Rectify

COMPLIANCE NOTICE: This document must be archived for a minimum of 12 months in accordance with workplace safety recordkeeping guidelines.