

# Electric Forklift Inspection Checklist

Daily truck and battery-area checks for electric powered industrial trucks.

<b>Company/Site</b>	<b>Truck ID</b>	<b>Battery ID</b>
<b>Date</b>	<b>Shift</b>	<b>Operator</b>

## Inspection items

Check item	OK	Not OK	Notes / action
Battery is secure and restraint hardware is present.			
Cables and connectors have no exposed wire, crushed insulation, heat damage, or loose fit.			
Battery compartment, hood latch, covers, charger plug, and charging area show no obvious defect.			
No corrosion, spill residue, smoke, unusual odor, overheating, or visible leak is present.			
Forks, mast, chains, hoses, tires, labels, data plate, and guard are checked.			
Horn, lights, alarms, steering, brakes, lift, lower, tilt, and controls work.			
Defects are recorded and routed before the truck is used or charged.			

### Defect log

Describe defect, exact location, action taken, and whether equipment was removed from service.

<b>Operator signature / date</b>	<b>Supervisor or reviewer / date</b>
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