

Loading Dock Inspection Checklist

Door-by-door dock form for trailer control, dock plates, surfaces, and defects.

Company/Site	Dock Door	Trailer No.
Date	Shift	Inspector

Inspection items

Check item	OK	Not OK	Notes / action
Trailer restraint, dock lock, wheel chock method, signal, or communication method is verified.			
Dock plate or leveler is seated, suitable for the task, and not visibly damaged.			
Door, track, bumpers, seals, lights, edge, approach, and floor are checked.			
Trailer floor, landing gear, and obvious trailer condition concerns are reviewed before entry.			
Pedestrian routes, mirrors, signs, alarms, and traffic controls are visible and clear.			
Water, ice, wrap, broken pallets, debris, and edge hazards are controlled.			
Defects are assigned, corrected, or the dock position is kept out of use.			

Defect log

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

Operator signature / date	Supervisor or reviewer / date
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