

Pre Operation inspections

Fork Lift & Mobile Plant

The importance to you is to:

1. Reduce the risk of injury to you due to defective equipment.
2. Verify that the equipment you will operate is in safe working order.

WorkCover requires that all fork lifts/mobile plant be examined before being placed in service and that this examination be performed at least daily. If you use your truck on a multi-shift operation, it must be examined before each shift. Any defects found must be **immediately** reported and corrected.

About 6% of all lift truck accidents are due to improperly maintained mobile plant.

Aside from being an OH&S requirement, a pre-operational inspection:

- ▲ Reduces the risk of injury to you and other employees.
- ▲ Improves the condition of the fork lift/mobile plant.
- ▲ Increase productivity.
- ▲ Reduces downtime and maintenance costs.

Use a checklist when performing the pre-operational inspection. A checklist may include the following cautions and checkpoints:

CAUTION: When checking lift chain tension, use a board or a stick. Never place your fingers in this dangerous pinch point area.

CAUTION: When checking hydraulic hoses, use a piece of cardboard. Escaping fluids under pressure can penetrate body tissue causing serious injury or possibly death. If fluid is injected in your skin, seek medical attention immediately.

CAUTION: When checking LPG tanks and fittings, always use personal protective equipment such as a face shield, long sleeves and gauntlet gloves. LPG is very cold when released can cause frostbite.

CAUTION: When checking LPG tanks and fittings for leaks, use soap solution, no matches or lighter/naked flame.

CAUTION: When checking battery levels, never use matches or a lighter – hydrogen gas may be present, resulting in an explosion or fire. Always use personal protective equipment such as a face shield and goggles, rubber apron and rubber gloves when checking electrolyte. Acid is capable of causing severe burns to the skin if in contact.

The Visual Inspection

- Overall condition
- Frame
- Tires and wheels
- Forks
- Mast, carriage and load backrest extension
- Lift chains
- Hydraulic hoses
- Overhead guard
- Battery
- Cables and connectors
- Battery restraints
- Electrolyte level
- Hood latch
- Capacity plate and all warning decals
- Operator's compartment



Internal Combustion Engine

- Engine compartment
- Engine oil
- Brake reservoir
- Engine coolant
- Air filter
- Belts and hoses
- Radiator
- Hood latch



LPG Fueled

- Properly mounted tank
- Pressure relief valve pointing up
- Hose and connections
- Tank restraint brackets
- Leaks
- Tank for dents, nicks, cracks
- Tank fits within profile of truck



Electric Powered (includes walkie stackers)

- Cables and connectors for frayed, exposed wires
 - Battery restraints in place
 - Electrolyte levels
 - Hood latches properly
- Note must only be charged in well ventilated area.*

The Operational Inspection

- Operator restraint system
- Seat condition (no tears, etc)
- Horn
- Warning devices (beacon & sounder)
- Unusual engine noise
- Fuel level
- Displays and gauges
- Hydraulics:
- Mast
- Tilt
- Other hydraulic functions
- Service and park brake
- Steering
- Plugging on electric lift trucks
- If used anywhere on uncontrolled driveways or roads – check registration plate



Note: Drivers of unregistered forklifts capable of over 5kph used in "road like" areas may be charged with driving an unregistered vehicle & any insurance claim for damage ruled void

Completion of Inspection

- Report any defects immediately.
- Never operate a mobile plant unit in need of repair.
- Repairs shall be made by authorised and trained personnel.

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