

# Forklift Safety Checklist

## ■ Pre-Operation Inspection

- Forks, mast, and chains are undamaged and functioning properly.
- Tires are in good condition with proper inflation.
- Fluid levels (oil, hydraulic, coolant) are checked and adequate.
- Brakes, horn, and lights operate correctly.
- Seatbelt is functional and used.

## ■ Operational Safety

- Loads are stable, balanced, and within rated capacity.
- Forklift is operated at safe speeds.
- No passengers are carried on the forklift.
- Operator maintains clear visibility.
- Turns and lifts are made smoothly and safely.

## ■ Work Environment Safety

- Aisles and pathways are clear of obstructions.
- Floor surfaces are clean and free from hazards.
- Pedestrian traffic is monitored and right-of-way is obeyed.
- Warning signs and mirrors are present and visible.

## ■ Parking & Shutdown

- Forks are lowered fully to the ground.
- Parking brake is applied.
- Forklift is powered off safely.
- Key is removed when not in use.



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