pointCPD

Plant pre-start checklist

Daily check for mobile plant

Complete before first use each shift. Follow the manufacturer's operator manual for this machine as well. If any item marked with a safety fault fails, tag the machine out of service and report it. Do not operate faulty plant.

1. Machine and operator

Plant type Excavator, skid steer, EWP, telehandler, forklift, roller		**Make and model**	
ID / registration / hire number		**Hour meter reading**	
Operator		**Licence / competency** High risk work licence where required	
Site		**Week starting**	

2. Walk-around and fluids (engine off)

#	Check	Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	No fluid leaks under or around the machine	☐	☐	☐	☐	☐	☐	☐
2	Engine oil level	☐	☐	☐	☐	☐	☐	☐
3	Coolant level	☐	☐	☐	☐	☐	☐	☐
4	Hydraulic oil level	☐	☐	☐	☐	☐	☐	☐
5	Fuel level and cap secure	☐	☐	☐	☐	☐	☐	☐
6	Tyres (pressure, damage) or tracks (tension, damage)	☐	☐	☐	☐	☐	☐	☐
7	Hydraulic hoses and fittings: no leaks, chafing or damage	☐	☐	☐	☐	☐	☐	☐
8	Bucket, attachment, pins and teeth secure	☐	☐	☐	☐	☐	☐	☐
9	Quick hitch: safety pin or lock in place and working	☐	☐	☐	☐	☐	☐	☐
10	Guards, covers and steps in place	☐	☐	☐	☐	☐	☐	☐

#	Check	Mon	Tue	Wed	Thu	Fri	Sat	Sun
11	Lights, beacon and reflectors clean and intact	☐	☐	☐	☐	☐	☐	☐
12	Mirrors and windows clean and undamaged	☐	☐	☐	☐	☐	☐	☐
13	Operator manual and load chart in the cab	☐	☐	☐	☐	☐	☐	☐

3. Cab and safety devices

#	Check	Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	Seat and seat belt in good condition and working	☐	☐	☐	☐	☐	☐	☐
2	ROPS / FOPS structure undamaged	☐	☐	☐	☐	☐	☐	☐
3	Horn working	☐	☐	☐	☐	☐	☐	☐
4	Reversing alarm working	☐	☐	☐	☐	☐	☐	☐
5	Camera or proximity system working (if fitted)	☐	☐	☐	☐	☐	☐	☐
6	Fire extinguisher present and in date	☐	☐	☐	☐	☐	☐	☐
7	Emergency stop working	☐	☐	☐	☐	☐	☐	☐
8	EWP: harness anchor, gate, emergency lowering and tilt alarm working	☐	☐	☐	☐	☐	☐	☐
9	Forklift or telehandler: forks, chains and load backrest in good condition	☐	☐	☐	☐	☐	☐	☐

4. Start-up and function test (in a clear area)

#	Check	Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	No warning lights or abnormal gauge readings	☐	☐	☐	☐	☐	☐	☐
2	Service and park brakes working	☐	☐	☐	☐	☐	☐	☐
3	Steering working correctly	☐	☐	☐	☐	☐	☐	☐
4	All hydraulic functions smooth and responsive	☐	☐	☐	☐	☐	☐	☐
5	Quick hitch locks correctly under test	☐	☐	☐	☐	☐	☐	☐
6	Slew, travel and boom functions working (as applicable)	☐	☐	☐	☐	☐	☐	☐

#	Check	Mon	Tue	Wed	Thu	Fri	Sat	Sun
7	Isolation or lock-out working	☐	☐	☐	☐	☐	☐	☐
8	No unusual noises, smoke or vibration	☐	☐	☐	☐	☐	☐	☐

5. Daily sign-off

Day	Result	Operator signature	Supervisor sighted
EXAMPLE *Mon*	*OK to operate*		

6. Faults and repairs

Date	Fault	Safety fault? (tagged out)	Reported to	Repaired by / date