



# GSE PREVENTIVE MAINTENANCE INSPECTION FORKLIFT

FOR USE WITH: All Forklifts

FOR SPECIFIC PART OR TOLERANCE REQUIREMENTS, PLEASE REFER TO APPROPRIATE MANUAL AS NECESSARY

Date: \_\_\_\_\_

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FedEx Station: \_\_\_\_\_ Asset #: \_\_\_\_\_ Meter: \_\_\_\_\_

CODE:  OK  A ADJUSTMENT  X REPAIRS REQUIRED  N/A NOT APPLICABLE

CODE	INITIAL INSPECTION	CODE	WALK-AROUND INSPECTION (CON'T)
	Review maintenance record		Inspect engine compartment doors
	Inspect body for damage		Inspect battery tray
	Inspect asset numbers and logos		Inspect counterbalance mounting
	Inspect for proper plates/stickers as required		Inspect exhaust mounting through counterbalance
	Inspect for any obvious fluid leaks-low tires		Inspect propane cylinder-mounting/lines/fittings
	<b>DRIVE ON INSPECTION</b>		Inspect fuel cap
	Inspect condition & function of accelerator pedal		(WHERE REQUIRED BY LOCAL AUTHORITY)
	Verify service & park brake operation		Inspect fire extinguisher for condition & proper charge
	Start engine-check choke/high idle & noise/vibration		Turn off all lights-update paperwork
	Check operation of gauges/warning lights		<b>TIRES AND WHEELS</b>
	Check parking brake applied-appears functional		Inspect wheels for cracks, loose/missing lug nuts
	Inspect trans. shifter, shift interlock & neutral safety		Inspect for irregular wear patterns, probe tires
	Test mast functions (Ensure adequate clearance)		Check for proper size and matching of tires
	Mast controls operation - noises/vibration		Inspect valve stem, valve cap, record inflation & tread
	Drive to shop		LF:        /                      RF:        /
	Turn off engine-perform brake booster test		LR:        /                      RR:        /
	Inspect service brake pedal reserve/fade		Adjust tire pressure-update paperwork
	Check steering operation		<b>UNDERCARRIAGE INSPECTION</b>
	Check engine & transmission operation		Drain engine oil, replace oil filter
	Check horn & back-up alarm		Inspect for fluid leaks/seepage
	Verify asset shuts off in gear & restarts in neutral		Wheel bearings/king pins (repack brgs as needed)
	Wash/clean asset per local policy-update paperwork		Steering-stops/linkage/king pins & bearings-lubricate
	<b>WALK-AROUND INSPECTION</b>		Inspect steer axle mounting/pivot bushings
	Inspect floor mat/remove floor plate		Inspect steering box-mounting/security/condition
	Turn on all lights		Inspect steer cylinder/mounting/leaks
	Inspect seat & seat belt-lubricate tracks		Inspect all frames/cross frames-security/condition
	Inspect engine compartment hood-lubricate		Inspect engine and trans. mounts-security/condition
	Inspect steering wheel, column mount & wiring		Inspect all wiring-routing/condition
	Inspect park brake lever & mounting-lubricate		Inspect all brake lines/hoses-routing/condition
	Inspect lift cylinder(s)/mounting/lines/leaks-lubricate		Lubricate/inspect entire unit/including all cables.
	Inspect tilt cylinders/mounting/lines/leaks-lubricate		Inspect exhaust system-security/condition
	Inspect mast-back rest/channels/rollers-lubricate		Inspect parking brake drum/linkage-lubricate
	Inspect lift chains-stretch/cracks/mounting/adjustment		Inspect drive axle mounts-security/condition
	Inspect forks-latches/length/wear/cracks/straightness		Inspect trans. fluid/filter (service as needed)
	Inspect condition of depth indicator stripe on each fork. Repaint if necessary. Stripe is 6" wide at 40" from the fork tip & fluorescent yellow in color.		Inspect hydraulic fluid/filter (service as needed)
			Check differential oil (service as needed)
			Inspect brake drums & wheel cylinders
	Test lift & tilt system for leakdown		Inspect brakes-record lining thickness
			R/S-frt: ___ R/S-rear: ___ L/S-frt: ___ L/S-rear ___

# GSE PREVENTIVE MAINTENANCE INSPECTION FORKLIFT

CODE	ENGINE COMPARTMENT	
	Add engine oil to proper level	
	Check all hoses, cables & wiring for security/condition	
	Test coolant adjust as necessary, record freeze point _____	
	Pressure test radiator and radiator cap	
	Check fan belt tension, alternator and fan mounting	
	Inspect starter mounting & wiring	
	Inspect master cylinder, brake booster, fluid level	
	Inspect mast controls, valves & lines	
	Check filter minder, replace air filter as necessary	
	Check fuel filter replace as necessary	
	Check engine performance (repair as needed)	
	Clean & lubricate carburetor/set choke	
	Inspect throttle cable condition	
	Test battery, starter & charging system	
	Battery voltage: _____	
	Test for parasitic battery drain	
	Inspect timing belt (service as needed)	
	Start engine-check & record	
	Alternator output voltage: _____	
	High Idle RPM: _____	
	Curb Idle RPM: _____	
	Governed RPM: _____	
	Check transmission fluid. Drain & refill as needed	
	Check decals and touch up paint as needed.	

Comments:

Technician Signature: \_\_\_\_\_ Emp # \_\_\_\_\_ Date: \_\_\_\_\_ RO # \_\_\_\_\_

Manager Signature: \_\_\_\_\_ Emp #: \_\_\_\_\_ Date: \_\_\_\_\_

Manager's signature required only if sheet used for a PM Audit.