

Plant Equipment Pre-use Check

Run through key safety points before any plant or machinery is used. Flag defects early and keep a daily record of equipment condition.

Title: _____

Severity: _____ Site: _____

Date / Time: _____ Completed by: _____

Equipment Details

1 Date of inspection *

2 Location

3 Equipment type

Cherry picker

Scissor lift

Boom lift

Telehandler

Dumper

Excavator

Other

4 If other, please specify

5 Asset/fleet number *

6 Manufacturer and model

7 Hours meter reading

8 Last thorough examination date

Operator Details

9 Operator name *

10 Are you trained and competent to operate this equipment?

Yes

No

N/A

11 Operator licence or certification number

General Condition

12 Overall condition satisfactory

Yes

No

N/A

13 Any visible damage, dents or cracks

Yes

No

N/A

14 All safety decals and labels legible

Yes

No

N/A

15 Equipment clean and free from debris

Yes

No

N/A

16 Operator manual present

Yes

No

N/A

Safety Systems

17 Emergency stop buttons working

Yes

No

N/A

18 Warning beacon/lights working

Yes

No

N/A

19 Audible alarms working (travel, lowering)

Yes

No

N/A

20 Horn working

Yes

No

N/A

21 Safety rails and guards secure

Yes

No

N/A

22 Gate or barrier functioning correctly

Yes

No

N/A

23 Fire extinguisher present and in date

Yes

No

N/A

Controls

24 All controls clearly labelled

Yes

No

N/A

25 Ground controls functioning

Yes

No

N/A

26 Platform controls functioning

Yes

No

N/A

27 Dead man controls working correctly

Yes

No

N/A

28 Control movements smooth and responsive

Yes

No

N/A

Power and Engine

29 Fuel or battery level adequate

Yes

No

N/A

30 Engine oil level satisfactory

Yes

No

N/A

31 Coolant level satisfactory

Yes

No

N/A

32 Hydraulic fluid level satisfactory

Yes

No

N/A

33 No unusual noises on startup

Yes

No

N/A

34 No excessive smoke or fumes

Yes

No

N/A

Hydraulics and Cylinders

35 No visible hydraulic leaks

Yes

No

N/A

36 Hoses and fittings in good condition

Yes

No

N/A

37 Cylinders operating smoothly

Yes

No

N/A

38 No scoring or damage to rams

Yes

No

N/A

Structural Components

39 Boom or scissor arms in good condition

Yes

No

N/A

40 No visible cracks or weld damage

Yes

No

N/A

41 Platform or basket floor secure

Yes

No

N/A

42 Anchor points for harness present and secure

Yes

No

N/A

43 Pivot points and pins in good condition

Yes

No

N/A

Wheels, Tyres and Tracks

44 Tyres in good condition with adequate tread

Yes

No

N/A

45 Tyre pressures correct

Yes

No

N/A

46 Wheel nuts secure

Yes

No

N/A

47 Tracks in good condition (if applicable)

Yes

No

N/A

48 Brakes functioning correctly

Yes

No

N/A

Outriggers and Stabilisers

49 Outriggers or stabilisers functioning

Yes

No

N/A

50 Outrigger pads present and undamaged

Yes

No

N/A

51 Locking mechanisms working

Yes

No

N/A

52 Level indicator working

Yes

No

N/A

Defects and Actions

53 Were any defects identified?

Yes

No

N/A

54 Details of defects found

55 Photos of defects

Attach file here

56 Defects reported to

57 Is the equipment safe to use?

Yes - no defects found

Yes - minor defects that do not affect safe operation

No - do not use until repaired

Sign-off

58 Inspection completed by *

59 Signature *

Signature

60 Additional comments
