

# EARTHMOVING EQUIPMENT - Daily Inspection Checklist

Location: ..... Machine Type: ..... Week Starting: .....  
 Machine Hour Meter: ..... / ..... Machine Number: ..... / .....

<b>CHECK DAILY BEFORE EACH SHIFT:</b> [✓] = OK [x] = Action needed [N/A] = Not applicable	Mon	Tue	Wed	Thur	Frid	Sat	Sun
<b>WEAR OR DAMAGE:</b> structure, guards, chains, hooks, pins...							
<b>HYDRAULICS:</b> rams, hoses, leaks, wear...							
<b>WHEELS, TRACKS, TYRES:</b> nuts, pressure, wear, tension...							
<b>ATTACHMENTS:</b> bucket, cutting edge, pins, teeth, pivots...							
<b>FLUIDS:</b> oil, hydraulic, coolant, fuel, battery, wiper water...							
<b>CABIN:</b> seat, seat belts, ROPS/FOPS, loose objects, visibility, fire extinguisher, windows, washer, wipers, mirrors, demister...							
<b>LOAD CAPACITY PLATE:</b> present, legible, clean, correct...							
<b>BRAKES:</b> park brake, service brake...							
<b>CONTROLS:</b> steering, indicators, lights, gauges, operation...							
<b>WARNING DEVICES:</b> horn, reversing beeper, alarms, lights...							
<b>OTHER:</b> warning signs, operator manual, decals, locks, radio...							
<b>Operator doing check to sign/initial their name at the bottom of each column</b>							

**ACTION TAKEN TO RETURN TO SERVICE**

Repaired by: \_\_\_\_\_  
 Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Signature: \_\_\_\_\_

**FAULT REPORTED BY** \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 Description of fault \_\_\_\_\_

**NOTE: Operator to TAG OUT machine if needed.**

**DANGER**  
 DO NOT OPERATE