

COPYRIGHT EASY GUIDES

WORK PLATFORM - Daily Inspection Checklist Week Starting _____ / _____ / _____

Company/Site _____ Machine Type _____

Machine Hour Meter _____ / _____ / _____ Machine Number _____

CHECK DAILY BEFORE EACH SHIFT: [✓] = OK [✗] = Action needed [N/A] = Not applicable	Mon	Tue	Wed	Thur	Frid	Sat	Sun
CHASSIS, BOOM, SCISSOR ARMS: clean, cracks, welds, damage, wear, security, slew ring, stabilisers, leaks, cables, guards, wiring, chain, pins, pivots...							
WHEELS: security or damage of nuts, even tyre pressure, damage, wear...							
SAFE WORKING LOAD PLATE (SWL): present, legible, clean, correct...							
HYDRAULICS: rams, hoses, leaks, wear...							
FLUIDS: engine oil, coolant, hydraulic oil, brake fluid, fuel, radiator, LP gas, battery...							
LIGHTS/ALARMS: indicators, headlights, brake lights, warning, alarm audible...							
BASKET/PLATFORM: loose objects, hand rail, emergency descent device, manual descent, deadman button or foot control, door locks...							
OPERATOR PPE: helmet, safety harness, lanyard, rubber soled shoes...							
CONTROLS: clearly marked, gauges, electricals, horn, beeper, brakes, park brake, leveling device, extension & retraction of booms/scissor arms/stabilisers/outriggers, limit switches, emergency stop, creep, other controls...							
MISCELLANEOUS: fire extinguishers, radio, operator's manual...							
Operator doing check to clearly write/sign their name at the bottom of each column.							

FAULT REPORTED BY _____ Date: ____ / ____ / ____

DO NOT OPERATE Description of fault _____

NOTE: Operator to TAG OUT machine if needed.

ACTION TAKEN TO RETURN TO SERVICE

Print Name _____

Date ____ / ____ / ____ Signature _____