

Wheelchair Loader Pre-start Inspection

Person Inspecting : Date:

Item	✓/x	Comments
Daily Checks (when used)		
Check occupant restraints – <i>not damaged / worn.</i>		
Check for leaks in hydraulic system		
Check hydraulic oil levels- <i>top up if needed</i>		
Check the platform lock is operating correctly		
Check the control box and switches for proper operation		
Monthly Checks		
All daily checks to be carried out as above		
+ Check all bolts to see if loose – <i>tighten if needed</i>		
+ Check all welds for obvious cracks		
+ Lubricate all grease fittings – <i>grease nipples</i>		
+ Check battery condition		
Annual Checks		
Complete Daily and Monthly Checks as above		
+ Check all electrical cables for chafing and wear		
+ Check hydraulic lines for leaks, cracks or chafing		
+ Contact Service Provider to:		
- Drain hydraulic tank and clean filter		
- Refill hydraulic reservoir		
- Check lifting capacity		
- Check all safety devices		
- Check all electrical connections for tightness		
Operational checks		
Check lifting speed – ensure it is safe		
Check for unusual noises		
Check for smooth operation		
Check for wear on all metal parts / ramps		

Note! All items are to be inspected and appropriately recorded. – Use Tick if items passes inspection.- Use X if items fails inspection. Use comments column to note defects. If defects are found, notify Manager and have maintenance personnel attend to repairs. If fluid levels require topping up, ensure correct fluids are used. Check with Manufacturer Handbook if in doubt.