Heavy equipment inspection checklist

01 The visit

Machine (unit number)

Date

Hour meter

Location

Checked by (printed name)

02 Fluids and leaks (engine off, machine level)

5 checks

CHECK	OK	FAIL	NOTE
Engine oil on the dipstick	☐	☐	
Coolant in the overflow tank, engine cold	☐	☐	
Hydraulic oil in the sight glass, attachment where the manual shows	☐	☐	
Fuel water separator, drained	☐	☐	
The ground under the machine and the belly pans	☐	☐	

03 Tracks, tires and structure

6 checks

CHECK	OK	FAIL	NOTE
Steel track sag, measured the manual's way	☐	☐	
Track shoes, links, rollers, idlers and sprockets	☐	☐	
Rubber tracks	☐	☐	
Tires and wheels	☐	☐	
Split-rim or locking-ring wheels	☐	☐	
Boom, arm, loader arms, frame and welds	☐	☐	

04 Attachment, pins and hydraulics

5 checks

CHECK	OK	FAIL	NOTE
Bucket teeth, bucket edge and blade edge	☐	☐	
Pins, bushings and their retainers	☐	☐	
Quick coupler	☐	☐	
Hoses, fittings and cylinders, by eye only	☐	☐	
Daily grease points on the lubrication chart	☐	☐	

05 Safety devices and cab

8 checks

CHECK	OK	FAIL	NOTE
Seat belt and its anchors	☐	☐	
ROPS or cab frame	☐	☐	
Horn	☐	☐	
Backup alarm	☐	☐	
Cab glass	☐	☐	
Mirrors, camera, lights, beacon	☐	☐	
Control lockout lever or armrest	☐	☐	
Steps, handholds, safety decals, extinguisher if carried	☐	☐	

06 After the start, before work

4 checks

CHECK	OK	FAIL	NOTE
Gauges and warning lights	☐	☐	
Service and parking brakes	☐	☐	
Steering and travel	☐	☐	
Boom, arm, bucket, blade and swing through their travel	☐	☐	

07 Weekly: grease and a closer look

6 checks

CHECK	OK	FAIL	NOTE
Every grease point on the chart not done daily, fitting wiped first	☐	☐	
Radiator, oil cooler and charge air cooler fins	☐	☐	
Air filter restriction indicator	☐	☐	
Fan and alternator belts	☐	☐	
Undercarriage cleaned, track tension measured	☐	☐	
Last week's findings, with the operator	☐	☐	

08 Defects and sign-off

Defects found, or no defects

Work orders written

Signature