



PRE-USE EQUIPMENT INSPECTION REPORT

*A WALK AROUND IS CRITICAL TO AVOIDING
INCIDENTS. CHECK FOR ITEMS IN BLIND SPOTS,
VEHICLES PARKED NEARBY AND ANYTHING LOOSE
ON YOUR PIECE OF EQUIPMENT. ☐*

OPERATOR: _____

DATE: _____

UNIT #: _____

LOCATION: _____

HOUR'S: _____

UNIT NICKNAME: _____

WEATHER CONDITIONS: _____

***ALWAYS ALLOW EQUIPMENT TO WARM UP
FOR AT LEAST 10 MINUTES*** ☐

FLUIDS	CONDITION
ENGINE OIL	
TRANSMISSION OIL	
HYDRAULIC OIL	
ANTIFREEZE	
FILTERS	CONDITION
AIR FILTER	
INSIDE CAB	CONDITION
SMALL FIRST AID KIT	
CAB CLEAN	
SNOW BRUSH	

SPILL PADS	
TOOLS REQUIRED	
FUEL LEVEL CHECK	
HEATER & A/C FANS	
CHECK DISPLAY FOR FUNCTIONS	
WINDEX & PAPER TOWEL	
WINDSHIELD WIPERS	
WINDSHIELD CONDITIONS	
HORN	
BACKUP ALARM	
SEAT BELT	
MIRRORS	
2-WAY RADIO	
HAND CONTROLS	
EXTRA TEETH & REQ'D TOOLS	
DOOR LATCHES & SEALS	
SEAT & ADJUSTMENTS	
WINCH CONTROLS	

EXTERIOR	CONDITION
ALL LIGHTS	
BATTERIES & MASTER SWITCH	
FAN & A/C BELTS/TENSIONS	
CHARGING SYSTEM	
EXHAUST SYSTEM	
STARTER	
TRACK SHOVEL	
TEETH CONDITIONS	
FIRE EXTINGUISHER	
ALL AREAS GREASED	
RADIATOR (CLEAN)	
BRAKES	
TIRES & PRESSURE	
TANKS (SEALED & NO LEAKS)	
EXTENSION CORD	
WINCH CABLE CONDITION	
WINCH WOUND PROPERLY	
WINCH HOOK CONDITION	
CRACKS IN DRUM/HEAD	
HYD. PUSH BAR/CYLINDERS	
HEAD RAM LOCKS ON MACHINE	

CHECKED FOR VISIBLE LEAKS	
VISIBLE DAMAGE TO EXTERIOR	
BELLY PAN FREE OF DEBRIS	
LINE & WIRING FOR RUB POINTS	
RADIO ANTENNA	
DECALS	
TRACKS & ROLLERS	

OTHER WORK TO BE COMPLETED (FLUIDS
NEEDING TO BE CHANGED, PARTS REQUIRED,
DEFECTS IDENTIFIED, EXPLANATION OF POOR
CONDITIONS, OIL CHANGE REQUIRED, ETC):

I WILL ENSURE ALL GREASE POINTS ARE
GREASED AT THE END OF SHIFT, AND TRACKS
CLEANED OUT, EVERY DAY. ☐

**IF THERE ARE DEFECTS NOTED AT THE END OF
SHIFT THE SUPERVISOR IS TO BE NOTIFIED
AND A SERVICE REQUEST SUBMITTED.** ☐

BY TYPING MY NAME BELOW, I UNDERSTAND
AND AGREE THAT THIS FORM OF ELECTRONIC
SIGNATURE HAS THE SAME LEGAL FORCE
AND EFFECT AS A MANUAL SIGNATURE. ☐

SIGNATURE:

DATE & TIME:
