



# EXCAVATOR CHECKLIST

To Be Completed by a trained operator.

Make: \_\_\_\_\_ Model: \_\_\_\_\_ REGO/NO: \_\_\_\_\_

Excavator Lifting Capacity at Full Extension and 0m: \_\_\_\_\_

<b>Visual check of the machine</b> Conducted with the engine off.		<b>Y</b>	<b>N</b>
Data plate/Load chart plate	Fitted & Readable	<input type="checkbox"/>	<input type="checkbox"/>
Warning decals	Readable	<input type="checkbox"/>	<input type="checkbox"/>
Lift Arms	Lubricated & No Damage	<input type="checkbox"/>	<input type="checkbox"/>
Hydraulics	No Leaks or Damage	<input type="checkbox"/>	<input type="checkbox"/>
Quick-Hitch & Pin	Not Seized. No Damage. Clip	<input type="checkbox"/>	<input type="checkbox"/>
Seat and Seat Belt	Good Condition & Functional	<input type="checkbox"/>	<input type="checkbox"/>
Safety Bar	Operates. Engine wont start with it up.	<input type="checkbox"/>	<input type="checkbox"/>
FOPS/ROPS	Secure & Good Condition	<input type="checkbox"/>	<input type="checkbox"/>
Track Chain	Tension Correct.	<input type="checkbox"/>	<input type="checkbox"/>
Track Grouser Plates	Not Damaged.	<input type="checkbox"/>	<input type="checkbox"/>
Fluid Leaks	No Fluid Leaks under Machine	<input type="checkbox"/>	<input type="checkbox"/>
Engine Oil	Level Correct	<input type="checkbox"/>	<input type="checkbox"/>
Slew Gearbox Oil	Level Correct	<input type="checkbox"/>	<input type="checkbox"/>
Hydraulic Oil	Level Correct	<input type="checkbox"/>	<input type="checkbox"/>
Coolant	Level Correct for Temperature	<input type="checkbox"/>	<input type="checkbox"/>
Battery	Bracket & Terminals Secure & Clean	<input type="checkbox"/>	<input type="checkbox"/>
Battery Electrolyte	Levels Correct & Caps in place	<input type="checkbox"/>	<input type="checkbox"/>
Horn	Operation & Volume	<input type="checkbox"/>	<input type="checkbox"/>

Faults Identified: \_\_\_\_\_

Maintenance Required/Administered: \_\_\_\_\_

Operator/Inspector Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Hours/Odometer: \_\_\_\_\_

<b>Function Checks</b> Conducted with the engine running		<b>Y</b>	<b>N</b>
Boom Arm	Extends to full height	<input type="checkbox"/>	<input type="checkbox"/>
Dipper Arm / Stick	Tilts and Crowds to full travel.	<input type="checkbox"/>	<input type="checkbox"/>
Slew	Full Travel, Smooth operation.	<input type="checkbox"/>	<input type="checkbox"/>
Auxillary Hydraulics	Operates.	<input type="checkbox"/>	<input type="checkbox"/>
Quick-Hitch	Releases Bucket when pin removed.	<input type="checkbox"/>	<input type="checkbox"/>
Foot Pedals	Not fouled. Clean. Operate Correctly.	<input type="checkbox"/>	<input type="checkbox"/>
Beeper	Operates in Reverse	<input type="checkbox"/>	<input type="checkbox"/>
Rotating Beacon	Rotates & Visible	<input type="checkbox"/>	<input type="checkbox"/>
Park Brake	Hold Machine on incline.	<input type="checkbox"/>	<input type="checkbox"/>
Hydraulic Lockout.	Locks controls & Hydraulics.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Driving Inspection</b> Conducted driving in circle/figure 8		<b>Y</b>	<b>N</b>
Steering	Steers well. No undue noise/stress	<input type="checkbox"/>	<input type="checkbox"/>
Creep	No creeping when controls neutralized.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Model-Specific Checks</b> Cross out if not applicable		<b>Y</b>	<b>N</b>
Blade (if fitted)	Blade not damaged/loose/worn.	<input type="checkbox"/>	<input type="checkbox"/>
Fuel	Sufficient for the days work	<input type="checkbox"/>	<input type="checkbox"/>
Attachment Security	Attachment Secure & Pins Secure	<input type="checkbox"/>	<input type="checkbox"/>
Attachment Damage	Attachment not damaged	<input type="checkbox"/>	<input type="checkbox"/>
Ground-Engaging Surface	Teeth/blade not damaged/loose/worn.	<input type="checkbox"/>	<input type="checkbox"/>

**WARNING! Do not operate machine if not safe to operate!**  
**If ANY are ticked N for NON-COMPLIANT, Tag out machine and refer this sheet to supervisor to ensure repairs are carried out!**