

Telehandler Daily Check

A telehandler daily record covering configuration, attachment compatibility, tyres, visibility, stabilisers, approved function checks and defect handover.

1. Record details and scope

Project

Filled in from the project in SiteSurvey.

Site or premises address

Client or organisation

Record date *

Person completing the record *

For trained operators checking an approved configuration. This is not a load-capacity calculation, lift plan, examination report or permission to lift people.

HSE recommends daily visual checks, regular inspections and servicing based on manufacturer instructions and vehicle risks. Pedestrians must be separated from telehandlers. Pre-use checks do not replace examination or lift planning.

2. Equipment and scope

Telehandler ID, model and location *

Scan the machine data plate

Scanned in the SiteSurvey app. On paper, write the numbers: serial number, model number, asset number.

Competent person and authorisation *

Manufacturer or approved procedure reference *

Work or inspection scope and exclusions *

3. Configuration

Hours and shift

Attachment ID and compatibility reference *

Applicable load chart and configuration *

Reference the chart or instruction that matches the machine and attachment. Record any mismatch or missing information for review.

Ground, route and segregation assessment reference

4. Daily checks

Tyres, wheels and visible chassis checked * (choose one)

☐ Acceptable ☐ Action needed ☐ Not checked ☐ Not applicable

Action, limitation or reason not applicable * (if applicable)

Boom, attachment and connection checked to instructions * (choose one)

☐ Acceptable ☐ Action needed ☐ Not checked ☐ Not applicable

Action, limitation or reason not applicable * (if applicable)

Hydraulic hoses and visible leaks checked * (choose one)

☐ Acceptable ☐ Action needed ☐ Not checked ☐ Not applicable

Action, limitation or reason not applicable * (if applicable)

Cab access, seat restraint, mirrors and cameras checked * (choose one)

☐ Acceptable ☐ Action needed ☐ Not checked ☐ Not applicable

Action, limitation or reason not applicable * (if applicable)

Stabilisers and level indication checked where fitted * (choose one)

☐ Acceptable ☐ Action needed ☐ Not checked ☐ Not applicable

Action, limitation or reason not applicable * (if applicable)

Controls, warnings and overload devices checked under procedure * (choose one)

☐ Acceptable ☐ Action needed ☐ Not checked ☐ Not applicable

Action, limitation or reason not applicable * (if applicable)

5. Handover

Use decision * (choose one)

☐ Available within recorded limits ☐ Restricted use ☐ Out of service

Restrictions, isolation and person informed * (if applicable)

Repair or follow-up job reference

Condition and defect evidence (photos: attach, or note the file names)

6. Actions and review

Are further actions required? * (choose one)

☐ Yes ☐ No

Further action (copy this block for each one; if applicable)

Action and evidence reference *

Person responsible *

Target date

Action status * (choose one)

☐ Open ☐ In progress ☐ Completed

Completion evidence * (if applicable)

Outstanding limitations and information to pass on

Record status * (choose one)

☐ Ready for review ☐ Further work needed ☐ Work or use stopped

Reviewed by

Review date

Author signature *

Signing records the information entered. It does not itself certify legal compliance, remove a limitation or authorise unsafe work.