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| --- | --- | --- | --- |
| **Contractor:** |  | **Owner of Plant/Hirer:** |  |
| **Manufacturer:** |  | **Model Number:** |  |
| **Serial Number:** |  | **Date Manufactured:** |  |
| **Date of Annual Inspection:** *(within 12 months)* |  | **Road Registration:** |  |
| **Last Serviced:** |  | **Date On-site:** |  |
| **Next Service:** |  |

### Telescopic-Handler-SmlDocumentation Checklist

[ ]  Operator’s manual

[ ]  Log book (Pre-start Daily Checks)

[ ]  Maintenance records (refer to operator’s manual for service intervals)

[ ]  Plant Risk Assessment, compliant with S08-04-35 Plant and Equipment

[ ]  NDT test certificates for any lifting attachments

[ ]  Current Road Registration (if being driven on public roads)

[ ]  Current Drivers License (if being driven on public roads)

[ ]  If under 3 tonne (WLL) Proof of Operator training/competency

[ ]  If over 3 tonne (WLL) High Risk Work Licence - "CN" or "C2"or "C1" or "CO" – If over 3 tonne WLL (and used in crane mode)

[ ]  AS 1418 compliance statement if using JIB attachment or winch pack

### Visual Inspection Checklist

[ ]  Compliance/lD plates fitted to machine

[ ]  Load charts fitted in cabin for each attachment being used.

[ ]  Reverse beeper functioning and audible

[ ]  Flashing light functioning

[ ]  Fire extinguisher fitted

[ ]  Tyres properly inflated and in good condition

[ ]  Check housekeeping in cabin - neat and tidy

[ ]  All controls and instruments clearly labelled, marked and operating including lights, horn, brakes etc

[ ]  Seat belt fitted

[ ]  Visually inspect all lifting attachments and types for damage, cracking, distortion or excessive wear

[ ]  Visually inspect carriage, tyne and attachments (including ‘slippers’) for damage, crack and distortion

[ ]  No obvious signs of oil leaks to any components

[ ]  All hot surfaces guarded (engine and exhaust)

[ ]  Visually inspect any connecting rods, pins and quick hitch attachments for obvious damage, cracking, distortion or excessive wear

Note: List ALL attachments supplied with the machine
(each attachment must be engineered and have a compliance plate fitted which identifies manufacturer's mark, serial number, year of manufacture, rated capacity and have a specific load chart for that attachment located in the cab) **CHECK THAT TYNE LENGTH IS THE SAME LENGTH AS SPECIFIED ON LOAD CHART.**

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