

SCISSOR LIFT PRE-USE INSPECTION CHECKLIST

Operator:		Date:
Unit Type:	Lift ID #:	Location:

#	Inspection Item/Description	Pass/Fail/NA
1	Both upper & lower controls are protected from inadvertent operation	
2	Control panel is clean; all buttons and switches are clearly visible	
3	All switch and mechanical guards are properly installed and in good condition	
4	Safety decals are in place and readable	
5	All guard rails are in place, including basket chains	
6	Work platform and extension slides are clean, dry and clear of debris	
7	Lift is free from defects such as cracked welds, fuel leaks, hydraulic leaks, etc.	
8	Tires and wheels are in good condition with adequate pressure (if pneumatic)	
9	Manufacturer's operating manual is available	
10	Oil level, Hydraulic oil level, Fuel level, Coolant level	
11	Battery is charged	
12	All safety indicator lights are in proper working condition	
13	Motion alarms are functioning	
14	Operating and emergency controls are in proper working condition	
15	Functional upper drive control interlocks (foot pedal, spring lock, etc.)	
16	Emergency lowering function operates properly	
17	Lower operating controls successfully override the upper controls	
18	Work platform extension slides in & out freely with safety locking pins in place	
19	Drive controls function properly and are accurately labeled	
20	Braking devices are operating properly	

Safety Precautions	Check to Confirm
Personal protective equipment is in use (hard hat, fall arrest harness, etc.)	
If conditions are windy, refer to manufacturer guidelines.	
Floor conditions are safe for operation. (Dry, level, free from hazards)	
There are no overhead obstructions.	
Loads do not exceed capacity.	
Watch for vehicular and pedestrian traffic.	

Comments:

Note: Complete visual inspection items prior to inspecting operational aspects of the equipment.
If scissor lift is found to fail any aspect of the inspection, remove from service and report it to your supervisor.