

PRE-OPERATIONAL CHECKLIST FOR A

tractor



NAME	DATE	TRACTOR No
MAKE AND MODEL	REG NO	HOUR METER READING
		HRS

All the items in the "ITEMS TO BE CHECKED" column must be checked by operators before operating equipment.

Indicate whether each item is in a serviceable condition (using a tick) or not (using a cross). Any specific defect should be noted in the section marked COMMENTS. A new checklist then needs to be filled in and retained indicating that all parts are serviceable.

WALK AROUND INSPECTION	<input checked="" type="checkbox"/>
RADIATOR WATER LEVEL, CAP, CAP SEAL AND CORE	
ENGINE OIL LEVEL	
TRANSMISSION OIL LEVEL AND BREATHERS	
HYDRAULIC OIL LEVEL AND BREATHERS	
BATTERY ELECTROLYTE LEVEL, BATTERY TERMINALS AND HOLD DOWN CLAMPS	
ALL LIGHTS ARE SECURE, CLEAN AND CRACK FREE	
TURBO CHARGER CONDITION	
AIR CLEANER SYSTEM	
ALL NUMBER PLATES ARE SECURE AND CLEAN	
TYRE CONDITION, PRESSURES, RIMS, WHEEL STUDS AND NUTS	
ENGINE FAN BELTS TENSION, CRACKS OR CUTS	
ALL ENGINE HOSES, PIPES, CLAMPS AND BOLTS	
ALL ELECTRICAL WIRING AND CONNECTIONS	
FOR SIGNS OF OIL AND WATER LEAKS	
FUEL SYSTEM, PIPES, FILTERS, INJECTORS ETC.	
WATER HAS BEEN DRAINED FROM FUEL WATER TRAP	
CAB STEPS & GRAB HANDLES ARE CLEAN (NO GREASE)	
MACHINE FRAME FOR CRACKS OR DAMAGE	
HYDRAULIC PIPES FOR LEAKS	
HYDRAULIC CYLINDERS CONDITION AND LEAKS	
MIRRORS, WINDSCREENS & CAB FLOOR ARE CLEAN	
ALL MACHINE ATTACHMENTS	
SERVICE OR HOUR-METER READING	
FUEL TANK FULL	

PRE-START CHECKS	<input checked="" type="checkbox"/>
RREPORT/RECORD ANY DEFECTS FOUND IN THE WALK AROUND INSPECTION	
ENSURE YOU ARE WEARING ALL THE REQUIRED SAFETY EQUIPMENT	
SWITCH THE MASTER ISOLATOR SWITCH ON (IF APPLICABLE)	
USE THREE POINTS OF CONTACT METHOD WHEN CLIMBING TO OPERATOR'S COMPARTMENT	
ADJUST THE SEAT	
ENSURE THAT THE SEAT BELT IS FITTED AND ADJUSTED	
ENSURE THAT THE TRANSMISSION LOCK LEVER IS APPLIED	
ENSURE THAT THE APPROPRIATE IMPLEMENTS CONTROLS ARE IN THE HOLD POSITION	
ENSURE THAT THE TRANSMISSION GEAR SELECT LEVER IS IN THE PARK POSITION	
ENSURE THE TRANSMISSION DIRECTIONAL SELECT LEVER IS IN NEUTRAL POSITION	
CHECK FOR LOOSE ITEMS ON THE FLOOR	
CHECK IF ALL PERSONS ARE WELL CLEAR OF THE MACHINE	
DO A 360 DEGREE CHECK FOR ANY POTENTIAL HAZARDS	
RECORD START OF TRIP HOUR METRE READING	
TURN THE IGNITION SWITCH / KEY TO THE ON POSITION	
CHECK THAT ALL THE GAUGES ARE FUNCTIONING CORRECTLY	
HOOT ONCE AS WARNING THAT YOU ARE ABOUT TO START THE MACHINE	

Continued overleaf

PRE-OPERATING CHECKS



- USE STARTING FLUID SPARINGLY IF THE ENGINE IS COLD (IF APPLICABLE)
- START THE ENGINE
- DO NOT ALLOW THE STARTER TO TURN LONGER THAN 10 SECONDS WITHOUT ALLOWING THE STARTER TO COOL FOR TWO MINUTES
- ONCE THE ENGINE STARTS, WARM UP THE ENGINE
- CHECK THE ENGINE OIL PRESSURE INDICATOR TO BE SURE THAT PRESSURE DEVELOPS WITHIN TEN (10) SECONDS AFTER START-UP
- ALLOW THE ENGINE TO IDLE FOR APPROXIMATELY 5 MINUTES
- DO NOT REV THE ENGINE BEFORE THE CORRECT ENGINE OPERATING TEMPERATURE REACHED
- OPERATE THE IMPLEMENTS DURING WARM UP
- TEST OPERATE THE CONTROLS, BRAKES, STEERING, TRAVEL CONTROLS, MACHINE CONTROLS
- TEST OPERATE THE CONTROLS WITH THE ENGINE IDLING AND THE ENGINE NOT REVVED, UNTIL THE CORRECT OPERATING TEMPERATURE HAS BEEN REACHED
- OBSERVE THE MACHINES GAUGES
- CHECK THAT ALL THE DIFFERENT SYSTEMS ARE OPERATING TO STANDARD
- LISTEN VERY CAREFULLY FOR ANY STRANGE NOISE THAT MAY COME FROM THE ENGINE OR OTHER PARTS OF THE MACHINE
- CHECK LIGHTS, INDICATORS, BRAKE LIGHTS, BACK-UP ALARMS

OPERATING CHECKS



- THE GAUGES ARE ALL WORKING AND INDICATING IN THE SAFE OPERATION RANGE
- MONITOR ALL GAUGES AT ALL TIMES
- THE WARNING INDICATORS
- LISTEN FOR WARNING DEVICE ALARMS
- LISTEN FOR ANY UNUSUAL ENGINE NOISE
- WATCH FOR FLUID LEAKS
- OBSERVE CHANGES IN THE MACHINES HANDLING

COMMENTS

OPERATOR SIGNATURE _____

DATE _____

**Never rush an inspection.
Remember: your reputation is on the line!**

**Never use
damaged or malfunctioning equipment.
Report all faults to your supervisor**

**Never use equipment you're not trained to operate!
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www.hretd.co.za for quality in-service training**