

PRE-OPERATIONAL CHECKLIST FOR A

# Tow tractor



NAME  DATE  Truck No

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). If irrelevant, write n/a in the comments section. If defective, comment on the exact nature of the defect and do not operate until reported and corrected. A new checklist then needs to be filled in and retained indicating that all parts are serviceable.

**PERSONAL PROTECTIVE EQUIPMENT REQUIRMENTS**

Safety belt inside the operator's cabin, and a reflective jacket, safety boots and hard hat in hard hat areas when disembarked from the machine.



**PRE-OPERATIONAL ITEMSTO BE CHECKED**

PRE-OPERATIONAL ITEMSTO BE CHECKED			
<b>STEERING SYSTEM</b>			
RESERVOIR OIL LEVEL SUFFICIENT		PUMP DRIVE BELT NOT LOOSE / WORN	
OIL LINES SECURE WITH NO LEAKS		STEERING GEAR SUFFICIENTLY LUBRICATED	
MECHANICAL LINKAGE SECURE			
<b>ELECTRICAL SYTEM</b>			
LIGHTS WORKING PROPERLY		NO LOOSE CABLES	
CONTROLS WORKING PROPERLY		BATTERY POSTS & CONNECTIONS CLEAN	
BATTERY SUFFICIENTLY CHARGED		GENERATOR BELT NOT WORN / LOOSE	
PROPER ELECTROLYTE LEVEL		GENERATOR BRUSHES NOT WORN	
<b>FUEL SYSTEM</b>			
FUEL LEVEL SUFFICIENT		NO CRACKS ON VALVE HOUSING	
FUEL LINES SECURE & NOT LEAKING		RELIEF VALVE REACHES PROPER SETTING	
<b>HYDRAULIC RESERVOIR &amp; HOSES CHECKS</b>			
NO CLOGGED ELEMENTS IN FILTERS		AIR FILTER CLEAN & IN GOOD CONDITION	
RESERVOIR OIL LEVEL SUFFICIENT		CARBURETTOR MOUNTING BOLTS TIGHT	
<b>COOLING SYSTEM</b>			
RADIATOR WATER LEVEL SUFFICIENT		ANTIFREEZE LEVEL SUFFICIENT	
WATER PUMP NOT LEAKING		FAN BELT NOT WORN / LOOSE	
WATER HOSES NOT LEAKING			
<b>BRAKE SYSTEM</b>			
BRAKE PEDAL OPERATIONAL		NO LINES WITH FLUID LEAKS	
PARKING BRAKE OPERATIONAL		VACUUM LINES SECURE & UNDAMAGED	
MASTER CYLINDER FLUID LEVEL SUFFICIENT		AIR FILTER CLEAN & UNDAMAGED	
<b>TORQUE CONVERTER</b>			
FLUID LNES SECURE & NOT LEAKING		FLUID LEVEL SECURE	
<b>TRANSMISSION &amp; TRANSFER CASE</b>			
NO OIL LEAKS		PROPELLER SHAFT CONNECTIONS SECURE	
LUBRICANT LEVEL SUFFICIENT			
<b>AXLES &amp; TYRES</b>			
TYRE PRESSURE SUFFICIENT		MOUNTING NUTS TIGHT	
TYRES NOT DAMAGED / UNEVENLY WORN		DIFFERENTIAL LUBRICATION LEVEL SUFFICIENT	
<b>MECHANICAL SYSTEM</b>			
NO UNUSUAL NOISES WHEN ON		COUPLER WORKING PROPERLY	
HORN WORKING & LOAD ENOUGH			

**Continued overleaf**

## PRE-START ENGINE CHECKS

### GENERAL CHECKS

ENGINE COMPARTMENT HAS NO DEBRIS	FUEL TANK DRAINED OF WATER SEDIMENT
NO FUEL, WATER & OIL LEAKS (GROUND)	TURBO CHARGER IN GOOD CONDITION

### FLUIDS / LUBRICATION (CHECK LEVELS AND / OR CONDITION)

GREASE POINTS LUBRICATED <input type="checkbox"/>	ENGINE OIL <input type="checkbox"/>	STEERING OIL <input type="checkbox"/>	BRAKE FLUID <input type="checkbox"/>	STEERING OIL <input type="checkbox"/>
RADIATOR COOLANT <input type="checkbox"/>	BATTERY ELECTROLYTE <input type="checkbox"/>	DIFFERENTIAL OIL <input type="checkbox"/>	TRANSMISSION AXLE OIL <input type="checkbox"/>	
FRONT AXLE OIL <input type="checkbox"/>	PLANATERIES OIL <input type="checkbox"/>	HYDRAULIC OIL LEVEL <input type="checkbox"/>	TRANSMISSION OIL (ENGINE ON) <input type="checkbox"/>	

### COOLING SYSTEM CHECKS

FAN ASSEMBLY IN GOOD CONDITION	RADIATOR CAP HAS NO CONTAMINANTS
NO LEAKS / DAMAGE ON PIPES, HOSES & CLAMPS	RADIATOR CAP NOT CORRODED
RADIATOR CORE NOT LEAKING / CORRODED	WATER PUMP PULLEY PROPERLY ALIGNED

### AIR INDUCTION & EXHAUST SYSTEM

ENGINE PRE-CLEANER BOWL UNOBSTRUCTED	AIR RESTRICTION INDICATOR GREEN
AIR FILTER CLEAN & IN GOOD CONDITION	AIR RESERVOIR DRAINED OF WATER & SEDIMENT
AIR INDUCTION PIPES IN GOOD CONDITION	MUFFLER / EXHAUST IN GOOD CONDITION

### BATTERY

CLEAN, DRY & PROPERLY SECURED	CASING NOT BUCKLED BY HEAT DAMAGE
TERMINAL LUGS CLEAN & TIGHT	ALTERNATOR IN GOOD CONDITION

### FUEL SYSTEM

PUMP IN GOOD CONDITION	THROTTLE LINKAGE IN GOOD CONDITION
FUEL LINES IN GOOD CONDITION	FILTER CLEAN & IN GOOD CONDITION
FUEL LINE CLAMPS SECURE & UNDAMAGED	FUEL INJECTORS IN GOOD CONDITION

### BRAKE SYSTEM

AIR COMPRESSOR IN GOOD CONDITION	LINKAGE IN GOOD CONDITION
BLEED AIR TANK IN GOOD CONDITION	LINES & HOSES IN GOOD CONDITION

### HYDRAULIC SYSTEM

RESERVOIR IN GOOD CONDITION & NO LEAKS	CLEVIS MOUNTINGS ALL TIGHTLY FASTENED
PUMP IN GOOD CONDITION & NO LEAKS	CYLINDERS ALL IN GOOD CONDITION
OIL COOLER IN GOOD CONDITION	PISTON RODS ALL NOT DISCOLOURED
VALVE BANK IN GOOD CONDITION & NO LEAKS	PISTON RODS HAVE NO VERTICAL SCRATCHES
PIPES ALL IN GOOD CONDITION & NO LEAKS	PISTON RODS NOT BENT / CRACKED
PORTS NOT LEAKING	NO LEAKING OIL FROM RING SEALS

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!  
Contact us at +27 (0) 12 661 6721 or visit us at  
[www.hretd.co.za](http://www.hretd.co.za) for quality in-service training**