

INSPECTION	TASK	✓	NOTES
<p><b>VISUAL INSPECTION</b></p> <p>Conduct a thorough walk-around, looking for any signs of damage, wear or leaks.</p>	<p>Check undercarriage</p> <p>Check hydraulic lines</p> <p>Check cylinders</p> <p>Check bucket and teeth</p>	<p>○</p> <p>○</p> <p>○</p> <p>○</p>	
<p><b>FLUID LEVELS</b></p> <p>Check all critical fluid levels, as low fluid levels can cause overheating, reduce efficiency and damage the machinery.</p>	<p>Hydraulic fluid</p> <p>Engine oil</p> <p>Coolant</p> <p>Fuel</p>	<p>○</p> <p>○</p> <p>○</p> <p>○</p>	
<p><b>HYDRAULIC SYSTEM</b></p> <p>Leaks, damage and loose connections can lead to loss of hydraulic pressure and damage hydraulic components.</p>	<p>Check for leaks or damaged hose</p> <p>Check all connections are secure</p>	<p>○</p> <p>○</p>	
<p><b>ENGINE &amp; BATTERY</b></p> <p>Open the engine compartment and inspect for signs of leaks or loose connections.</p>	<p>Check the condition of the belts and hoses</p> <p>Ensure battery terminals are clean and free of corrosion</p>	<p>○</p> <p>○</p>	
<p><b>AIR FILTERS</b></p> <p>Clogged air filters can reduce engine performance and increase fuel consumption. Replace or clean as needed.</p>	<p>Check to ensure they are clean and free of debris</p>	<p>○</p>	
<p><b>TRACKS &amp; UNDERCARRIAGE</b></p> <p>Properly maintained tracks and undercarriage components are essential for stable and efficient operation.</p>	<p>Examine tracks for proper tension, signs of wear or damage</p> <p>Check undercarriage components (rollers, idlers etc) are in good condition</p>	<p>○</p> <p>○</p>	
<p><b>OPERATIONAL CHECKS</b></p> <p>Start the excavator and perform a series of operational checks.</p>	<p>Check for unusual noises</p> <p>Check the responsiveness of the controls</p> <p>Check all safety features (lights, alarms and emergency shut-offs) are functioning correctly</p>	<p>○</p> <p>○</p> <p>○</p>	
<p><b>LUBRICATION</b></p> <p>Always use the correct type of lubricant as specified by the manufacturer.</p>	<p>Lubricate all major pivot points, including the boom, arm, bucket and swing bearing.</p>	<p>○</p>	
<p><b>LUBRICATION (WEEKLY)</b></p> <p>Always use the correct type of lubricant as specified by the manufacturer.</p>	<p>Check and lubricate track rollers, idlers and sprockets.</p>	<p>○</p>	