

OPERATOR'S DAILY CHECKLIST

To be performed daily by extractor operator at start of each shift. Check all items applicable on unit noted.

Model _____ Serial Number _____ Extractor Number: _____ Week Beginning _____ Shift Number _____

CAUTION: If the Extractor is found to be in need of repair or in any way unsafe, or if during operation the Extractor becomes unsafe in any way, the matter shall be reported immediately to the designated authority and the Extractor shall not be operated until restored to a safe operating condition.

DO NOT MAKE REPAIRS OR ADJUSTMENTS TO THE EXTRACTOR UNLESS SPECIFICALLY AUTHORIZED TO DO SO.

	Mon	Tue	Wed	Thu	Fri	Sat	Sun	<input checked="" type="checkbox"/> = Okay <input checked="" type="checkbox"/> = Needs repair/adjustment (give details below)
Damage/Wear: check for bent, dented, broken, worn or loose parts								
Leaks: check for puddles, drops, wet lines or loose fittings								
Wheels: drive wheels and casters, no damage or loose mounting hardware								
Rollers: check for damage, missing retainer clips or loose bearings								
Chains: check for proper tightness, broken links, lubrication								
Guards: check that all guards are in place and secured properly								
Safety Devices: Check that all warning labels are in place, safety switches operational								
Fluid Level: check that oil is in operating range								
Travel Path: check that travel path is clear of debris and damage								
Controls: check that controls operate smoothly, all functions operate properly, no unusual noise								
Power Supply: check for loose or damaged connections / exposed wires								
Checklist completed by: (initials)								