

Excavator Daily Pre-Shift Inspection Checklist

Site / Project	_____	Address	_____
Inspector name	_____	Company	_____
Date	_____	Time	_____

Documentation aid only. Adapt this resource to the site, manufacturer instructions, and applicable local requirements. It does not replace a competent person, professional judgment, legal advice, or a required statutory form.

Inspection checklist

Mobile Equipment: Undercarriage & Tracks

☐ Measure track sag. Ensure it's within the manufacturer's specified range (typically 2-4 inches). Record measurement.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Inspect track rollers for excessive wear, damage, or leakage. Check for smooth rotation; seized rollers indicate a problem.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Verify track pads are securely fastened and not excessively worn or damaged. Replace any missing or severely damaged pads.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Examine the drive sprocket teeth for wear or damage. Ensure proper engagement with the track links.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Inspect idlers for proper alignment, wear, and lubrication. Check for excessive play or damage.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Check final drive oil level. Inspect for leaks around the final drive housing.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Listen for unusual noises during swing operation. Check for excessive play or looseness in the swing bearing.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Visually inspect the excavator frame for any cracks, bends, or signs of structural damage, especially around weld points.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Inspect hydraulic lines and fittings in the undercarriage for leaks. Repair any leaks immediately.	☐ Pass	☐ Fail	☐ N/A	Notes: _____

☐ Test the travel alarm to ensure it is functioning correctly and audible.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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Operator Cab & Controls

☐ Inspect the ROPS (Rollover Protective Structure) for damage or modifications. Ensure it is securely mounted.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐ Verify the seatbelt is in good working condition and properly latches. Replace if damaged.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐ Ensure all windows are clean and free from cracks or obstructions that impair visibility. Replace damaged glass.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐ Inspect mirrors for damage and ensure they are properly adjusted for optimal visibility.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐ Test all controls (boom, stick, swing, travel) for smooth and responsive operation. Report any sticking or unresponsive controls.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐ Test the horn to ensure it is functioning correctly and audible.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐ Verify all gauges and indicators (fuel, temperature, oil pressure) are functioning correctly and within normal operating ranges.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐ Ensure a fully charged and readily accessible fire extinguisher is present in the cab. Verify it is the correct type (ABC) and has a current inspection tag.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐ Confirm the operator's manual is present and readily accessible in the cab.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐ Ensure three points of contact are maintained when entering and exiting the cab. Check steps and handholds for damage or obstructions.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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Hydraulic System & Boom

☐ Inspect all hydraulic hoses, cylinders, and fittings on the boom and stick for leaks. Repair any leaks immediately.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐ Examine hydraulic cylinders for dents, scratches, or other damage. Check for smooth cylinder operation.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐ Inspect hydraulic hoses for wear, cracks, abrasions, or kinks. Replace any damaged hoses.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
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☐	Visually inspect the boom and stick for any cracks, bends, or signs of structural damage, especially around weld points.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Inspect the quick hitch/coupler for cracks, wear, and proper locking mechanism function. Ensure safety pins are in place and secured.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Inspect bucket teeth for wear or damage. Replace worn or broken teeth.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Verify bucket pins are properly secured and not excessively worn. Replace if necessary.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Check the hydraulic oil level and top off as needed. Note any unusual oil consumption.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Inspect the hydraulic filter for damage or contamination. Replace as needed according to the maintenance schedule.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Test boom-mounted lights to ensure they are functioning correctly, especially if operating in low-light conditions.	☐ Pass	☐ Fail	☐ N/A	Notes: _____

Engine Compartment

☐	Check the engine oil level and top off as needed. Note any unusual oil consumption.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Check the coolant level and top off as needed. Inspect for leaks in the cooling system.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Check the fuel level and fill as needed. Inspect for fuel leaks.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Inspect the battery terminals for corrosion and ensure they are securely connected. Check battery voltage if possible.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Inspect the air filter for cleanliness. Clean or replace as needed.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Inspect the engine compartment for any oil, fuel, or coolant leaks. Repair any leaks immediately.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Inspect belts for wear, cracks, or fraying. Ensure proper tension.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Inspect wiring harnesses for damage, loose connections, or exposed wires. Repair as needed.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Inspect the exhaust system for leaks or damage. Ensure the exhaust is properly directed away from the operator.	☐ Pass	☐ Fail	☐ N/A	Notes: _____

☐ Listen for any unusual noises from the engine during startup and operation. Investigate any abnormal sounds. ☐ Pass ☐ Fail ☐ N/A Notes: _____

Findings

#	Item	Location	Severity	Action required
1				
2				
3				
4				
5				
6				
7				
8				

Signature

Inspector signature _____

Name _____

Date _____