

Loading Dock Safety & Vehicle Restraint 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

Vehicle Restraint System Inspection

☐ Verify vehicle restraint engages ICC bar securely on 100% of trailers.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Inspect vehicle restraint for any signs of damage (cracks, bends, corrosion).	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ If hydraulic, check hydraulic pressure gauge against manufacturer specifications.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Inspect all electrical connections for tightness and proper insulation.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Test communication system (lights, alarms) between dock worker and truck driver.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Verify manual release mechanism functions smoothly and is easily accessible.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Review maintenance records to ensure regular inspections and servicing are up-to-date.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Confirm warning signage is clear, visible, and in good condition.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Inspect wheel chocks for damage and proper placement during use.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ If equipped, verify interlock system prevents dock leveler operation when restraint is not engaged.	☐ Pass	☐ Fail	☐ N/A	Notes: _____

Dock Leveler Inspection

☐ Inspect dock leveler plate for cracks, bends, or excessive wear.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Verify dock leveler lip extends and retracts smoothly and fully.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Check for hydraulic leaks around cylinders and hoses.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Ensure toe guards are in place and functioning correctly to prevent foot injuries.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Verify the leveler's capacity rating is clearly marked and not exceeded.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Review maintenance log for scheduled inspections and repairs.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Confirm operating instructions are posted and easily accessible to users.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Inspect return springs for proper tension and function.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Identify and guard against potential pinch points during leveler operation.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ If equipped, ensure safety legs are engaged during maintenance or when the leveler is not in use.	☐ Pass	☐ Fail	☐ N/A	Notes: _____

Communication and Signaling Systems

☐ Verify red/green light signals are functioning correctly and visible to both driver and dock worker.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Test audible horn or alarm system to ensure it is loud enough to be heard above ambient noise.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ If equipped, test intercom system for clear communication between dock and truck.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Ensure all warning and instructional signage is clear, legible, and properly positioned.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Verify emergency stop buttons are easily accessible and functioning correctly.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Confirm drivers are properly notified of loading/unloading procedures and safety protocols.	☐ Pass	☐ Fail	☐ N/A	Notes: _____

☐	Verify dock workers are trained on proper communication procedures and signaling systems.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Confirm dock workers are proficient in using standard hand signals for communication.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Review established communication protocols for loading and unloading operations.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	If used, inspect glad hand locks for proper installation and functionality to prevent unauthorized trailer movement.	☐ Pass	☐ Fail	☐ N/A	Notes: _____

Environmental Conditions & Housekeeping

☐	Inspect dock door seals for damage and proper sealing to prevent drafts and maintain temperature control.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Verify adequate lighting is provided inside the trailer and on the dock area.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Inspect dock floor for cracks, holes, or uneven surfaces that could create tripping hazards.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Ensure drainage system is clear and functioning properly to prevent water accumulation.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Implement a snow and ice removal plan to maintain safe walking and working surfaces during winter months.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Maintain a pest control program to prevent infestations that could create unsanitary conditions.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Ensure proper waste disposal containers are available and used to maintain a clean work area.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Verify aisles and walkways are clear of obstructions to allow for safe movement of personnel and equipment.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Maintain spill control materials and procedures to address potential spills of hazardous materials.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	If applicable, inspect ventilation system to ensure proper air circulation and removal of fumes.	☐ Pass	☐ Fail	☐ N/A	Notes: _____

Personal Protective Equipment (PPE)

☐	Verify all dock workers are wearing high-visibility clothing (ANSI 107 Class 2 or 3).	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Ensure all dock workers are wearing steel-toe safety boots meeting ASTM F2413 standards.	☐ Pass	☐ Fail	☐ N/A	Notes: _____

☐	Confirm safety glasses or face shields are worn when performing tasks that could result in eye injuries.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Verify gloves are appropriate for the task being performed (e.g., cut-resistant, chemical-resistant).	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Ensure hearing protection is available and used in areas with high noise levels (above 85 dBA).	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Confirm hard hats are worn in areas where there is a risk of head injury from falling objects.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Inspect PPE for damage or wear before each use.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Verify dock workers are trained on the proper use, care, and maintenance of PPE.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Ensure adequate supply of PPE is readily available to all dock workers.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	If required, verify proper respiratory protection is used and fit-tested.	☐ Pass	☐ Fail	☐ N/A	Notes: _____

Forklift and Mobile Equipment Safety

☐	Verify forklift has been inspected daily using a pre-shift checklist (Form 2551).	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Ensure all forklift operators are properly trained and certified.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Test forklift horn to ensure it is functioning correctly.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Verify forklift headlights and taillights are functioning correctly.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Ensure forklift operators are wearing seatbelts at all times.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Enforce speed limits for forklifts in the dock area.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Ensure pedestrians are aware of forklift traffic and maintain a safe distance.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Verify forklift load capacity is not exceeded.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Ensure proper fueling procedures are followed for forklifts.	☐ Pass	☐ Fail	☐ N/A	Notes: _____

☐ Verify forklifts are parked in designated areas when not in use. ☐ Pass ☐ Fail ☐ N/A Notes: _____

☐ If electric, inspect battery connections for corrosion and damage. ☐ Pass ☐ Fail ☐ N/A Notes: _____

Findings

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

Signature

Inspector signature _____

Name _____

Date _____