**Department: \_\_\_\_\_\_\_\_\_\_\_ Machine: \_\_\_\_\_\_\_\_\_\_\_\_\_ Year: \_\_\_\_\_\_\_**

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| --- | --- | --- |
| **Item** | **Service Required** | **Status** |
| **Engine** | Visual Inspection of Engine |  |
| Check Engine Noise |  |
| Check Exhaust Gas Color |  |
| Check Oil Level & Leakage |  |
| Visual Inspection of Fuel Leakage |  |
| Fuel Level Check |  |
| Coolant Level Check |  |
| Radiator Cap Check |  |
| Radiator Cooling Fan Belt check |  |
| **Power Train** | Clutch Pedal Check |  |
| Oil Leakage |  |
| Check Inching & Accelerator Pedal |  |
| **Wheels** | Inflation Pressure Check |  |
| Check Rim & Tire Wear & Tear |  |
| Steering System | Check Hand Wheel Operation |  |
| Check Gear Box Nuts & Bolts |  |
| Check Oil Leakage |  |
| **Brake System** | Check Fluid Level & Leakage |  |
| Check Brake Pedal |  |
| **Loading System** | Check forks for Damage, Deformation or Wear |  |
| Check Chain Tension |  |
| Check Pins & Cylinder bushings |  |
| Check Hydraulic Pump Leakage & Noise |  |
| **Hydraulic System** | Check Oil Level |  |
| Check Lever Looseness |  |
| **Safety Apparatus & Accessories** | Check all Lights, Meters & Rear-View Mirror |  |
| Check Driver’s Seat Nut Bolts |  |
| Check Overhead-Guard and Load Backrest |  |

**Remarks: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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Approved By

**HOD/GM**