

Pre-Use Explanation for JCB Teletruk J4

Item	Explanatory Notes
Fork arms	<p>The fork arms should be checked for wear, cracks, and distortion and for thin, jagged edges at the tips. In particular the fork arm hooks, and the carriage plate should be examined for wear and fracture as there is constant movement between these points.</p> <p>The fork arms should be checked to verify that they are equally spaced on the carriage plate with each fork arm retaining device engaged and secure.</p>
Carriage Plate	<p>The carriage plate should be examined to ensure that it has no obvious damage or distortion and that the end stops are in place and secure.</p>
Back Rest Extension	<p>The load backrest extension should be checked for distortion, cracks and security.</p>
Boom & Wear Pads	<p>Locking pins in place and secure. Check for signs of distortion. All swivel pins should be lubricated.</p> <p>Hoses should be clipped in place without signs of wear or leakage. Guide pads in place and no excessive wear.</p>
Hydraulics	<p>All hydraulic jacks, seals and couplings should be checked for damage and leaks.</p> <p>The condition of rams where they emerge from their cylinders, together with the seals at these points, and the extent of hydraulic fluid present should be examined.</p>
Wheels	<p>Wheels should be checked for damage to the hub and rim and the security of the wheels to their "axles". The steering mechanism should be examined for wear, damage, dirt and debris, which might impair its correct operation.</p>
Tyres	<p>Each tyre should be inspected for excessive tread wear, wall deterioration and for cuts, chunking and damage or potential damage due to debris. Uneven tread wear should be noted in case it indicates incorrect wheel alignment. The pressures in pneumatic tyres should be checked.</p>
Overall Condition	<p>The general condition of the trucks under inspection should be noted. This includes the integrity of the overhead guard, protective covers such as those for the engine or battery, the doors and panels. Inspection should cover the condition of hinges and catches or other retaining devices.</p> <p>If fitted, the transparency of the windscreen and other windows should be checked together with the alignment of mirrors etc. The unscheduled introduction of debris onto the top of the overhead guard or other similar places should be verified. The truck should be systematically checked to ensure that there are no leaks of fuel, water, hydraulic fluids, lubricants or battery acid etc.</p>

Operating Position	<p>The operating position including all control areas and controls should be checked for freedom from damage, excessive dirt and debris which may be fouling, or could cause fouling of, the controls.</p> <p>All instruction and warning plates and especially the capacity rating plate should be checked for applicability. All gauges should be inspected to ensure they are functional and if appropriate, visible from the operating position.</p>
Operator's Seat	<p>The seat anchor points, runners/sliders, end stops and adjusters including backrest adjusters should be checked to ensure they are secure, undamaged, functional and engaged.</p> <p>The underside of the seat should be inspected to ensure it is free of debris that may foul the mechanism or interfere with any safety switches located there.</p>
Operators Safety Restraint	<p>The operator restraint should be in serviceable condition and properly stowed.</p>
Starting Procedures	<p>The starting procedures should be checked for correct size, installation and fixing to the truck and all supply cables checked for security and soundness of insulation.</p> <p>The state of charge of the battery should be verified and the power isolation checked that it can be appropriately activated and is effective. All interlocks should be tested for appropriate reactions.</p> <p>All gauges and indicators should be checked that they are functioning appropriately and in accordance with the manufacturer's instructions.</p>
Lights	<p>All lights should be checked to ensure they are clean and in working order.</p> <p>The inspection should include all road going lights fitted, such as head, side and taillights, direction indicators, reversing lights, flashing beacons and all working lights such as spotlights.</p>
Audible Warning Devices	<p>All horns, klaxons, sirens and other acoustic devices should be checked for audibility, and, in the event of failure, the resultant safety actions should be noted.</p> <p>The acoustic reaction when applying certain controls or because of certain adverse/unsafe truck motions should be verified in accordance with the manufacturer's instructions.</p>
Overload Indicator	<p>Press Test: to ensure light and audible warnings operate correctly. Also, the calibration of device should be checked by operation.</p>
Driving and Braking	<p>The truck should be carefully and slowly driven in both directions, the parking and service brakes applied, and their efficiency verified.</p>

Steering	The steering should be checked in both directions, at standstill and when the truck is moving, to verify its correct operation, that there is no excessive play in the mechanism and that the power steering, is operating correctly in all steering modes (if applicable).
Rated Capacity Plate	The rated capacity plate must be legible and firmly fixed to the machine and visible from the operator's seat.
Reporting Procedure	The reporting procedure should be clearly understood and an explanation given of the actions to be taken in the event of a fault being discovered during the pre-use check or whilst in operation. This explanation to include the method of isolating the truck and how warnings would be given to others of its condition.