



Frequent/Periodic/Annual/PDI Checklist

Vertical Mast, Electric Scissors, and Rough Terrain Scissors

Serial Number: Starting with serial number A/B/C000 000 000 or 09 000 000 and above

Product Owner: _____

Product User/Inspector: _____

Model: _____

Date/Time: _____

Hourmeter Reading: _____

Inspection Type (choose one): Pre-delivery Frequent Periodic Annual

Use this table for pre-delivery inspections (PDI) before each rental, lease or sale and as an instruction for all frequent inspections and annual inspections. Refer to the operation and service manuals for inspection instructions (for example, visual inspection and function tests, torque specs, engine oil, chain inspection intervals, and more).

Inspection Type Schedule		B - Do the pre-delivery inspection before the machine is sent out or during the frequent inspections at 200 days or 200 hour intervals. For more instructions, refer to the operation and service manuals. C - Do the scheduled maintenance Inspections each year. For more instructions, refer to the operation and service manuals.	P - Pass N/A - Not Applicable
PDI/Frequent/Periodic	B		
Annual	B+C	IMPORTANT! Wash the MEWP thoroughly to remove dirt, debris, road salt, etc., as necessary due to operating conditions, as soon as possible after transportation, and before pre-delivery inspections.	

Put a check mark on the “Pass” column as you meet the requirements of the inspection of each item. Add a comment if the item does not pass inspection.

Items for Inspection	P	N/A
Service Bulletins. Make sure there are no open service bulletins.	B	
Annual Inspection. Make sure you complete it within 13 months.	B	
Labels. In place, correctly attached and you can read them.	B	
Limit/Rotary Switches. Correctly installed and no obstructions or damage.	B	
BASE/ENGINE		
Engine and Components. Do a check on engine and components for any loose, missing, damaged, or failed items. Make sure you do not exceed the recommended fluid, oil and coolant change intervals.	B	
Engine and Components. Replace the engine oil and filter.	C	
Engine Intake Air Filter. No damage or missing component. Remove dirt and dust.	B	
Engine Intake Air Filter. Replace the air filter if necessary.	C	
Engine Oil. Oil level between “L” and “H”. Make sure you do not exceed the oil change interval.	B	
Radiator. Correctly attached and no damage or missing components. Do a check of coolant level.	B	
Radiator. Do a check of the coolant level and condition and replace if necessary.	C	
Fuel Tank and Lines. Filler cap, tank, fittings and hoses are tightly closed and no damage or leaks.	B	
Propane Tank and Lines. Straps are correctly installed to brackets and couplers are tight. Make sure there are no damage or leaks.	B	
Outriggers. No damage or missing components.	B	
Pothole Protection. Both sides have no obstructions, dirt or damage.	B	
Battery/Hydraulic Tray. Trays are latched tightly and no missing components.	B	
Batteries. No damage, tight connections and sufficient fluid levels. Clean terminals and cable ends.	B	
Battery Charger. Correctly attached and no damage.	B	
Steer Assembly. Correctly attached and no damage leaks or missing components.	B	
Wheel/Tire Assembly. Do a check of all tires for damage, missing parts, wear and correctly aligned.	B	
Wheel/Tire Assembly. Wheel nuts/bolts are installed and are tight.	B	
Axles. Correctly attached and no missing components. Tight fittings and hoses and no leaks.	B	
Axles. Do a check and replace oil if necessary.	C	
Oscillating Cylinders. Correctly attached and no missing components. Tight fittings and hoses and no leaks.	B	
Oscillating Cylinders. Do a check of the mounting bolts’ torque seal.	C	
Hydraulic Tank, Pump, Motor and Lines. Filler cap, hoses, and other hydraulic components are closed tightly and no damage or leaks.	B	
Hydraulic Oil. Level at, or slightly above top mark.	B	
Hydraulic Oil. Do a check and replace oil and filters if necessary.	C	
Electrical Components. Do a check on all electrical components such as the motor controller if necessary. Correctly attached and no damage. Tight wire connections and fasteners.	B	

Items for Inspection	P	N/A
Manifolds. Tight fittings and hoses and no damage or leaks. Tight wire connections, no missing components and correctly working valves.	B	
Main Power Disconnect Switch. Cables tight and in working order.	B	
Base Controls. Operate switches and make sure they all operate correctly. No damage or missing components.	B	
Brakes. Correctly attached and no damage or leaks.	B	
Brakes. Do a check on disc wear and replace if necessary.	C	
Base Weldment. No deformation or cracks.	B	
Grease Points. No obstructions, dirt, or damage. Add grease if necessary.	B	
Ladder. Correctly attached and no damage.	B	
Tilt Sensor. Correctly attached and no damage.	B	
LIFTING MECHANISM - MAST/SCISSORS		
Maintenance Support(s). Correctly attached and no damage.	B	
Scissor Assembly and Bumpers. Correctly attached, no deformation/damage. Cables and wires installed with no damage.	B	
Sliders and Rollers. Correctly attached and no obstructions, dirt, or damage/ wear.	B	
Lift Cylinder(s). No damage or missing components. Tight fittings and hoses and no leaks. Correctly installed.	B	
Height Sensor. Correctly attached and no damage.	B	
Scissor Pins. Correctly attached and no damage.	B	
Mast Assembly. No damage, cracks or deformation.	B	
Mast Assembly. Lubricate the mast as recommended.	C	
Chains, Rollers and Control Cables. No damage or missing components.	B	
Wear Pads. No damage/wear or missing components. Fasteners tight.	B	
PLATFORM		
Railings and Gate. Correctly attached and no damage or missing components.	B	
Fall-Protection Anchorage. Attachment rings correctly attached and no damage.	B	
AC Power Socket. No obstructions, dirt, or damage.	B	
Platform Control Console. Operate the switches and make sure they all operate correctly. No damage or missing components.	B	
Manual Storage Box. Manuals and documents are in storage box, in good condition, and you can read them.	B	
Powered Extension Control Console. Operate switches and make sure they all operate correctly. No damage or missing components.	B	
Extension Platform. Correctly attached and no damage or missing components.	B	
Function Tests. Refer to the operation manual for your serial number for information on how to run these tests.		PASS
		FAIL

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Comments: _____

The undersigned has made sure that all areas in the list have received an inspection.
The undersigned has told the machine owner of all inconsistencies in the inspection and corrected them before machine operation.

Owner: Print Name Signature Date (DD/MM/YY)

User/Inspector: Print Name Signature Date (DD/MM/YY)