

Landscaping

Landscaping - Vehicle Start-up - the Circle Check

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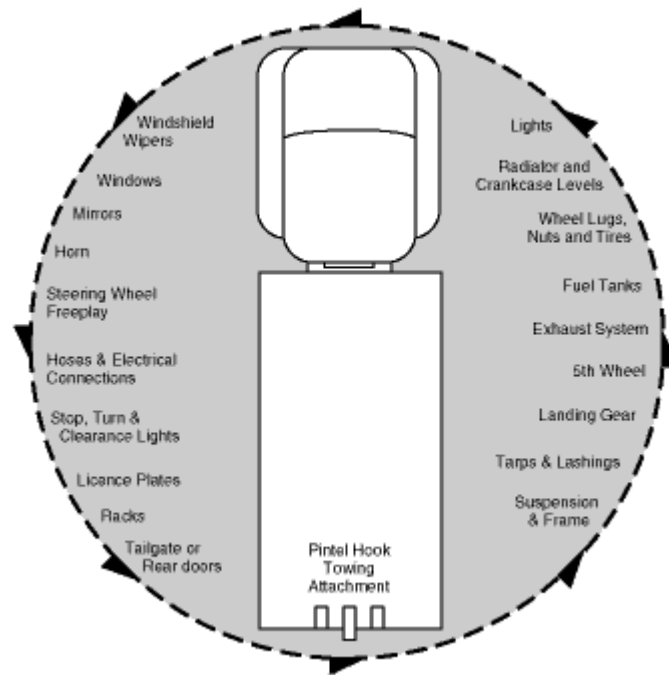
What is a circle check?

A circle check is a visual and audible inspection of a vehicle or mobile equipment. The circle check allows operators to look and listen for any areas of concern. If a concern is noted, do not use that vehicle or equipment until the issue has been addressed.

A circle check should be completed at the start of the shift or before a new operator takes control of the vehicle. Many workplaces will provide a pre-operational checklist logbook in each vehicle. This logbook is a recordkeeping tool that records the date, operator, and the elements that were checked before each use.

What should I do before starting a vehicle?

- Read, understand, and follow manufacturer's operating manual.
- Know how to operate the vehicle and use any related equipment or attachments safely. Be familiar with the location and function of all the controls.
- Inspect your vehicle daily.
- Develop a routine method of inspecting vehicle (e.g. start at the front on the driver's side and walk towards the back, and around past the passenger side, checking the items listed below).



There are many tips in other [Landscaping](#) OSH Answers documents.

What should I check before operating a vehicle?

- Adjust seat and controls.
- Make sure you have your driver's license on you as well as any training certificates that may be required.
- Fasten seat belt if tractor/loader is equipped with roll-over protection structure (ROPS).

Below is a sample inspection checklist. Always adapt sample checklists to meet the needs of your organization, the equipment specifications, and any legislative requirements.

Vehicle or Equipment Inspected:		
Date:		
Odometer:		
Operator:		
OK	Not OK	Element Verified
		Parking Brake - holds against slight acceleration
		Foot Brake - holds, stops vehicle smoothly
		Clutch and Gearshift - shifts smoothly without jumping or jerking
		Steering - moves smoothly; no "play"
		Lights - headlights, warning lights, and turn signals operational
		Dash Control Panel - all lights and gauges operational
		All Moving Parts - no strange noises
		Horn – operational
		Visibility - mirrors properly adjusted; windows clean and intact
		Wipers/washer - functioning and intact
		Tires - pressure, tread depth or damage
		Wheels and fasteners - no defects in rim, loose or missing fasteners
		Seat belts - in good condition and being used

		Vehicle back-up alarm - operational, where required
		Hydraulic systems - no evidence of leaks and systems operate smoothly
		For tractors, power take off shields - in place
		Fluid levels verified - oil, gas, brakes, washer fluid. Check for leaks
		Load - secure and complying with regulations; hitch in good condition
		Emergency equipment - installed and inspected as required by law or company policy
		Additional Notes: Record and report any defects to your supervisor immediately.

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