

Forklift Battery Maintenance Checklist

Use this checklist to ensure safe, efficient, and reliable forklift battery operation. Designed for warehouse managers and maintenance teams, it provides clear steps for daily, weekly, and monthly inspections.

Daily Checks

Task	Completed
Park forklift safely and switch off power.	<input type="checkbox"/>
Inspect battery for leaks, corrosion, or visible damage.	<input type="checkbox"/>
Check connectors and cables for wear or looseness.	<input type="checkbox"/>
Ensure battery is charged and not overheating.	<input type="checkbox"/>
Confirm electrolyte plates are covered (do not top up before charging).	<input type="checkbox"/>

Weekly Checks

Task	Completed
After charging and cooling, check electrolyte levels in all cells.	<input type="checkbox"/>
Top up with distilled or deionised water only.	<input type="checkbox"/>
Clean any spills and corrosion around terminals.	<input type="checkbox"/>
Inspect and secure vent caps.	<input type="checkbox"/>
Log battery condition and top-ups in maintenance records.	<input type="checkbox"/>

Monthly Checks

Task	Completed
Perform a full health check (charge retention, unusual wear).	<input type="checkbox"/>
Check battery compartment ventilation and cleanliness.	<input type="checkbox"/>
Inspect automated watering systems for leaks or blockages.	<input type="checkbox"/>
Review maintenance logs for missed checks or recurring issues.	<input type="checkbox"/>
Arrange professional servicing if anomalies are found.	<input type="checkbox"/>

Notes / Observations

[illegible]