

Purpose

To ensure that the motorbike is safe to operate. This is a tool to assist operators identify small problems before they can become big problems reducing repair costs, loss of asset and downtime.

Ensure the manufacturer’s instructions are referred to for specific motorbike make/model specifications.

This checklist is non-exhaustive and users are recommended to make the necessary customisation to meet your work place requirements.

**Have you completed training to operate this vehicle / equipment / implement?
IS THIS THE RIGHT VEHICLE FOR THE JOB TODAY?**

Enter P Pass
Enter NR Needs Repair

| | | | | | | | | |
|---|--|------------------|--|--|--|--|--|--|
| Motorbike Make/Model | | | | | | | | |
| Inspection Completed by: (sign) | | | | | | | | |
| Date: | | | | | | | | |
| Checks Required | | (P or NR) | | | | | | |
| TCLOC: Tyres and Wheels, Chassis and Suspension, Lights and Electrics, Oil and Fuel, Cables and Controls | | | | | | | | |
| 1 | Fuel, Oils and Coolant Levels | | | | | | | |
| 2 | Some 2 stroke bikes have a 2 stroke oil tank to fill | | | | | | | |
| 3 | Radiator water coolant level, condition of tank, hose and clean fins | | | | | | | |
| 4 | Fuel off to transport (legal requirement – Dangerous Goods Act) | | | | | | | |
| Visual Inspection | | | | | | | | |
| 5 | Loose / Damaged parts | | | | | | | |
| 6 | Fuel / Oil / Water leaks | | | | | | | |
| 7 | No warning lights illuminated | | | | | | | |

| Checks Required (P or NR) | | | | | | | | |
|---------------------------|---|--|--|--|--|--|--|--|
| 8 | Air filter not choked with dirt - Clean and replaced regularly | | | | | | | |
| 9 | Clutch adjusted to select neutral easily | | | | | | | |
| 10 | Check the cables for kinks or broken strands | | | | | | | |
| 11 | Battery clean, secure, acid level | | | | | | | |
| 12 | Spare spark plug on board | | | | | | | |
| 13 | Check the throttle, brake lever/pedal and clutch lever for a bit of free play | | | | | | | |
| 14 | Carrier, crash bars | | | | | | | |
| 15 | Worn grips, foot pegs | | | | | | | |
| 16 | Plastic covers, loose gear lever | | | | | | | |
| 17 | Damaged seat | | | | | | | |
| 18 | Remove mud build up behind front sprocket | | | | | | | |
| 19 | Chain guard secure and clear of mud | | | | | | | |
| 20 | Throttle not sticking | | | | | | | |
| 21 | Bars in line with front wheel | | | | | | | |
| 22 | Kill switch working | | | | | | | |
| 23 | Wear and rust on frame | | | | | | | |
| 24 | Side stands secure | | | | | | | |
| 25 | If accessories fitted: do they pose a risk of injury | | | | | | | |
| Wheels and Tyres | | | | | | | | |
| 26 | Check tyres for damage | | | | | | | |
| 27 | Pressure correct in each tyre – (When cold) | | | | | | | |
| 28 | Worn or uneven tread | | | | | | | |

| Checks Required | | (P or NR) | | | | | | |
|---|--|-----------|--|--|--|--|--|--|
| 29 | Cuts, nails stuck in the tread and cracks in the sidewalls | | | | | | | |
| 30 | Wheel nuts secure | | | | | | | |
| 31 | No rust | | | | | | | |
| 32 | Loose spokes | | | | | | | |
| 33 | Loose wheel bearings | | | | | | | |
| 34 | Brakes adjusted so pedal reacts quickly | | | | | | | |
| 35 | Front brake not weeping or allowing lever to pull into bars when held hard | | | | | | | |
| 36 | Check sight glass: low level indicates pads require changing | | | | | | | |
| Lights and Switches | | | | | | | | |
| 37 | All in working order – including dash lights | | | | | | | |
| 38 | Rear reflectors | | | | | | | |
| 39 | All light bulbs working and the lenses are clean | | | | | | | |
| Steering / Clutch / Gears / Cables | | | | | | | | |
| 40 | Moves freely without undue looseness | | | | | | | |
| 41 | Rear wheel bearing and rear swing arm bearings are tight | | | | | | | |
| 42 | Steering head bearings wear then bind, look for wobble or stiffness | | | | | | | |
| 43 | Gear shift and kick start tight on spline | | | | | | | |
| 44 | No leaking seals | | | | | | | |
| 45 | Lube cables: brake, throttle, clutch, choke | | | | | | | |

Checks Required (P or NR)

Drive Chain and Belt

| | | | | | | | | |
|----|---|--|--|--|--|--|--|--|
| 46 | Lubricated | | | | | | | |
| 47 | Not worn | | | | | | | |
| 48 | Tension | | | | | | | |
| 49 | Adjusted correctly | | | | | | | |
| 50 | Drive chain: look for hooks on sprockets, stiff chain | | | | | | | |
| 51 | Twine or grass wrapped up | | | | | | | |

Mirrors

| | | | | | | | | |
|----|---|--|--|--|--|--|--|--|
| 52 | Clean and adjust | | | | | | | |
| 53 | Adjust them outward to see around your own body | | | | | | | |

Repairs Carried out Date:

By:

NOTES:

