

LOADING DOCK INSPECTION CHECKLIST

GENERAL INFORMATION

Name: _____

Date: _____

Location: _____

Dock Structure and Surfaces

Yes No — Dock floor is free of cracks, holes, or uneven surfaces

Yes No — Bumpers are intact and securely fastened

Yes No — Dock edges are marked and visible

Dock Levelers and Plates

Yes No — Levelers operate smoothly and lock in place

Yes No — Dock plates are in good condition and not bent or worn

Yes No — Mechanical or hydraulic components show no signs of leaks or damage

Vehicle Restraint Systems

Yes No — Restraint systems (chocks, locks) are functional and used properly

Yes No — Trailer restraints are compatible with all delivery types

Yes No — Warning lights and signals for restraint systems are operational

Lighting and Visibility

- Yes No — Adequate lighting is available in and around the dock area
- Yes No — Dock lights inside trailers are operational
- Yes No — Exterior lights are intact and provide full visibility

Safety Equipment and Signage

- Yes No — Guardrails, barriers, or chains are in place to prevent falls
- Yes No — Safety signage is clearly visible and up to date
- Yes No — Emergency stop buttons and alarms are accessible and working

Cleanliness and Housekeeping

- Yes No — Dock area is free of spills, debris, and trip hazards
- Yes No — Trash bins are not overflowing and are emptied regularly
- Yes No — No obstructions in pedestrian walkways or forklift paths

PPE and Employee Safety

- Yes No — Staff use required PPE (gloves, vests, steel-toed boots)
- Yes No — Training has been provided for dock safety procedures
- Yes No — No reports of recent injuries or safety violations

Equipment Storage

Yes No — Pallet jacks, forklifts, and dollies are stored securely

Yes No — No equipment left in active dock lanes

Yes No — Dock tools are organized and in good condition

FINAL NOTES

Inspector Comments:

Inspector Name: _____

Inspector Email: _____

Inspection Date: _____

I confirm this inspection was completed accurately

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