## Quality Acceptance Inspection Checklist – Outdoor Power Equipment

(Subject to modifications when required due to change in requirements)

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| Purchase Order (PO) #: |  |  | Item Description: |  |
| Vendor Name: |  |  | Location: |  |

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| --- | --- | --- | --- |
|  | **Yes** | **No** | **N/A** |
| Are all power-driven chains, belts, and gears positioned or guarded to prevent contact? |  |  |  |
| Is a shutoff device provided to stop operation of motor/engine? |  |  |  |
| Are all positions of operating controls clearly identified? |  |  |  |
| If equipped, are the following functioning properly? |  |  |  |
|  | Horn |  |  |  |
|  | Signals |  |  |  |
|  | Back-up Notification |  |  |  |
|  | Headlamps |  |  |  |
|  | Stop Lamps |  |  |  |
|  | Turn Signals |  |  |  |
|  | Tail Lamps |  |  |  |
|  | Parking Brake |  |  |  |
|  | Mirrors |  |  |  |
|  | Windshield Wipers |  |  |  |
| Are all tire lug nuts installed and tightened? |  |  |  |
| Are tires filled to the correct pressure per manufacturing specifications? |  |  |  |
| Are all fluids (oil, coolant, hydraulic, brake) at the correct levels? |  |  |  |
| Does vehicle steering mechanism operate as intended? |  |  |  |
|  |  |  |  |
| **Mowers** |
| Is the mower blade enclosed except on the bottom, and the enclosure extends to or below the lowest cutting point of the blade? |  |  |  |
| Is the word “Caution” (or stronger wording) placed on the mower at or near the discharge opening? |  |  |  |
| Are vehicle-stopping means provided? |  |  |  |
| Do deadman controls automatically interrupt power to the drive? |  |  |  |
| After declutching or shutting off power, do the blades stop rotating from the maximum speed within 15 seconds? |  |  |  |
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| **Tractors** |
| Are all power take-off (PTO) shafts guarded by a master shield or other protective guarding? |  |  |  |
| Do signs placed at prominent locations on tractors and PTO-driven equipment specify that safety shields must kept in place? |  |  |  |
| Are all revolving shafts guarded, except smooth shaft ends protruding less than ½ the outside diameter of the shaft? |  |  |  |
|  |  |  |  |
| *Any nonconformances found during the inspection shall be repaired by the Vendor, at their cost, prior to passing inspection.* |