

Loading dock leveler quarterly maintenance checklist

A quarterly dock leveler round is short on purpose: it catches the wear items that fail between annual services. This checklist is sized for a tech with a phone. Every item says what to look at and the photo that proves the round happened. Work is commonly verified against manufacturer's published instructions. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The dock equipment tech or building maintenance mechanic on the quarterly loading-dock walk. When: Every quarter with the overhead door and dock seal checks, since a leveler that creeps or won't hold shows up as a near-miss before it shows up on a form.

Deck and lip

- ☐ **Deck raised and lowered through full range**
Leveler cycled from stored to full above- and below-dock, deck moving smoothly without hesitation, grinding or free-fall. **2 photos required**
- ☐ **Lip extension and hinge checked**
Lip extends fully and lands with adequate purchase on the bed, hinge free and not bent, lip keepers holding it stored. **1 photo required**

Mechanism and hold-downs

- ☐ **Hold-down engagement checked under load**
Deck holds position without creeping down under weight; hold-down ratchet or hydraulic hold engaging, not slipping or bypassing. **2 photos required**
- ☐ **Hydraulic or spring mechanism observed**
On hydraulic units, no visible leaks at cylinder, hoses or power unit; on mechanical units, main and lip springs intact and tensioned, no broken coils. **1 photo required**

Bumpers and controls

- ☐ **Dock bumpers present and sound**
Bumpers on both sides at correct height, not crushed, delaminated or sheared off their mounts, fasteners tight. **1 photo required**
- ☐ **Controls and interlocks operated**
Push-button or lever control operates the leveler as labeled, any vehicle-restraint interlock responding, no bypassed or taped controls. **1 photo required**