



# Powered Industrial Truck Forklift

## POWERED INDUSTRIAL TRUCKS

### An Overview

Powered industrial trucks are not just forklifts. Other types of powered industrial trucks include platform lift trucks, motorized hand trucks, tractors and other trucks that are powered by an electric motor or internal combustion engine.

These machines are essential tools, but the forklift is often involved in workplace injuries and accidents that cause property damage and machine downtime. OSHA mandates the training and evaluation of all operators on the safe and proper use of forklifts.

### Forklift Related Injuries

OSHA estimates there are nearly one-million forklifts and nearly 1.5 million forklift operators working in the United States. There are, on average, 101 fatalities and 95,000 injuries annually due to unsafe forklift operations. The most common are:

- Tip-overs
- Being crushed between the vehicle and a surface
- Being struck by the vehicle or by part of the load

- Falling from a platform held aloft by the forklift
- Running the forklift off a loading dock or other raised surface

### Employer Responsibility

Employers must ensure that each industrial truck operator is competent to operate the powered industrial truck safely. This requires that the employee complete the required training and evaluations. There is formal and practical training for each piece of equipment that is to be operated. Re-evaluations should be completed every three years unless there is cause for earlier refresher training.

Refresher training and re-evaluations can be triggered by:

- Accidents
- Near-misses
- Assignment to a different type of truck
- Changes in the work environment that have an effect on forklift safety
- Observation of unsafe operations
- Evaluations which reveal a need for more training



*Employees must be trained and evaluated for each piece of equipment that they may be required to operate. Classroom instruction, a skills evaluation and pre-start checklist must be completed and monitored by a company designated person.*



*Improper loading, improper securing and an overweight load can cause accidents. Follow the operator's manual for specific instructions and load rates for each machine. This operator may need to be re-evaluated and take a refresher course.*

## General Operating Instructions

When traveling behind another forklift, maintain a safe distance of about three truck lengths from the truck ahead.

Slow down and sound the horn at cross aisles and other locations where vision may be obstructed.

Look in the direction of travel and keep a clear view of the path of travel at all times.

Operate the truck at a speed that will permit it to be stopped in a safe manner.

Slow down on wet and slippery floors.

Make sure dockplates or bridgeplates are properly secured; drive over them carefully and slowly. Make sure the truck's rated capacity is never exceeded.

When not handling a load, operate trucks equipped with attachments as partially loaded trucks.

## Moving a Load

If the load obstructs the driver's view, the driver must travel with the load trailing.

Ascend and descend grades slowly. When operating on grades of more than 10 percent, drive the loaded truck with the load upgrade.

On all grades the load and load engaging means must be tilted back and raised only as far as necessary to clear the road surface.

Only handle loads that are within the rated capacity of the truck.

Adjust long or high loads which could affect capacity.

Place the load engaging means under the load as far as possible, tilt the mast back to stabilize the load.

An elevated load must not be tilted forward except when the load is in deposit position over a rack or stack.

Do not attempt to move loads with broken pallets.

## RECOMMENDED DAILY CHECKS



## QUIZ

True or False

1. A forklift operator needs to be re-evaluated every three years. T or F
2. If a manager observes an employee drive in an unsafe manner he may require the employee to be re-evaluated. T or F
3. When your view is obstructed by the load, sound your horn so others move out of your way. T or F
4. The rated capacity of the truck can be adjusted as you see fit. T or F
5. Dockplates must be secured properly before crossing over with the forklift. T or F

1. T, 2. T, 3. F, 4. F, 5. T

## SAFETY TRAINING SIGN-IN SHEET

Company Name: \_\_\_\_\_ Date: \_\_\_\_\_

Subject: Powered Industrial Trucks The following employees participated in this training.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
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