

Fork Lift Operation

This course is designed to certify participants as Competent Operators, training is pursuant with the Health and Safety Act and all government rules and regulations. Competent Operators will receive a solid understanding of Act regulations and safe procedures for operating various lift-trucks. This program requires practical demonstration of operator skills coupled with safe working practices and procedures. The training program provides a three-year license along with a rectification program.

SAFETY REGULATIONS AND GUIDELINES

Objective: Explain the intent of act guidelines, state applicable regulations, company safety procedures for lift-trucks.

SUBTOPICS:

- Stationary Safety Conditions
- Health and Safety Act
- Company Policies
- Certification

OPERATOR AND RESPONSIBILITIES

Objective: Identify the responsibilities of operator and the company as to safe handling of lift-trucks.

SUBTOPICS:

- Rules and Practices
- Environmental Concerns
- Fundamentals of Lift-trucks
- Responsibilities to co-workers

PRE-OPERATION CHECK LISTS

Objective: Examine the elements for pre-operation checklists and their importance.

SUBTOPICS:

- Contents of Lists and Documents
- Check Lists for Each Type of Truck
- Brake Tests
- Power on/off Checks
- Frequency of Checks
- Lockout Procedures

KNOW YOUR FORK LIFT TRUCK

Objective: Understand the type of lift truck and the appropriate specifications.

SUBTOPICS:

- Manufacturer, Types and Designations

- Rear Wheel Drive and Tail End Swing
- Capacity Charts
- Pivot Points
- Load Centers and Calculations

TYPES OF POWER SOURCE

Objective: Identify the types of power source and the safe handling procedures.

SUBTOPICS:

- Propane Cylinders
- Changing Cylinders
- Gasoline and Diesel Fuel
- Battery, Installation, Charging and Maintenance

LOAD STABILITY

Objective: Recognize the importance of a stable load. How to lift and move loads safely and the conditions that change with each movement.

SUBTOPICS:

- Center of Gravity
- Moving Center of Gravity
- Four Verses Three Wheels
- Tilt Conditions
- Stability Triangle

RULES OF THE ROAD

Objective: Identify and understand the operating rules generally and in your plant.

SUBTOPICS:

- Approaching Intersections, Doorways and Blind Spots
- Pedestrians – The right of way
- Driving Conditions
- Forward and Reverse
- Safe Operating Speeds

OPERATING PROCEDURES

Objective: Understand the safe operating procedures associates with forklift truck operation.

SUBTOPICS:

- Picking up and Lowering the Load
- Stacking Procedures
- Truck Positioning and Controlling the Fall Zone
- Travelling With Loads
- Loading and Unloading Private/Public Carriers
- Working on Loading Docks
- Forklift Truck Attachments

PRACTICAL EXERCISES AND DRIVER EVALUATION

Objective: Each operator will dive the obstacle course following instructors direction skills evaluation will be performed by the instructor and passed on to the operator.

SUBTOPICS:

- Driver Education

- Operating Skills
- Stacking and Unstacking Loads
- Travelling With and Without Loads
- Loading and Unloading Trucks and Rail Cars (if required)

Objective: Identify the proper methods of managing your lubricants and their application systems.

SUBTOPICS: