

FORKLIFT SAFETY (Powered Industrial Trucks)

PURPOSE:

To ensure the safety and health of our employees and others working around us and by reducing cost associated with accidents by providing a forklift policy and training outline. Safety is the E Light's top priority; we need to strive to protect each and every worker. This can only be done through strict compliance and training of our employees.

Only authorized employees are permitted to operate fork trucks, tractors, forklifts, and other material moving vehicles. If riding or operating this type of equipment is not your job, stay off. Compliance with all recognized safety practices for powered industrial trucks is mandatory.

It is your responsibility to report to your supervisor immediately any unusual condition or damage to your fork truck or to any company property.

1.0 GENERAL OUTLINE

Your vehicle and any racks, tubs, dollies, etc. must be under control at all times. Speed limits must be observed. Your operating speed must be consistent with the conditions of the floor or roadway, landscape on which you are traveling.

Seat belt must be worn at all times during operation unless wearing a seat belt would prove hazardous (such as operating on a dock over water).

All warning labels must be on the machine and in a legible condition.

Keep to the right on aisles and roadways.

Slow down, sound horn, and proceed with caution at cross aisles, intersections, and turns.

Safe guard pedestrians at all times sound horn and allow the pedestrian plenty of clearance.

Always look to the rear before backing up. Travel forward when possible. If the load you are carrying obstructs your forward view, then travel with the load trailing. Always back down ramps or inclines. Keep your load as low as possible.

A safe distance, approximately three truck lengths, shall be maintained between moving vehicles.

Racing, stunt driving or any other form of horseplay is absolutely forbidden, and could be grounds for disciplinary action up to and including termination.

Always keep hands, arms, and feet inside the running lines of your vehicle. On a forklift, arms or legs shall not be placed between the uprights of the mast.

Any time you leave your vehicle, lower the load, shut the power off, set the brakes, and remove the key. **Be sure that your vehicle is in a safe position when it is parked.** Do not park on ramps. On forklifts, the forks shall be fully lowered and controls neutralized.

The forklift must be properly shut down any time the operator must leave the cab.

Do not operate any vehicle with wet or greasy hands or feet.

Do not let your vehicle **idle** for a long period of time **inside** a building.

Avoid running over loose objects on the floor or roadway.

Avoid sudden or jerky starts or stops. Make allowance for the momentum of the load. Loads must be secure to prevent shifting when emergency action is required.

Do not drive up to anyone standing in front of a bench or other fixed object.

Tampering with the truck's governor or electrical system is strictly prohibited.

When placing stock, do not block aisles, electrical control panels, or fire protection equipment.

Do not attempt to turn your vehicle around **on ramps or inclines.**

Spinner knobs must not be attached to steering hand wheels of trucks not originally equipped with such.

While negotiating turns, speed shall be reduced to a safe level.

Other trucks traveling the same direction at intersections, blind spots, or other dangerous locations shall not be passed.

The operator will look in the direction of travel and keep alert.

A spotter will be used in congested areas or whenever the operator's vision is obstructed and backward travel is not feasible or would prove hazardous. Spotters will remain a minimum of 10 ft. from the equipment while it is in use.

Spotters shall not place themselves in a position where they could be crushed or injured by the equipment or load.

Passengers shall not be permitted to ride on powered industrial trucks or towed equipment.

Extreme care shall be used when tilting the load forward or backward, particularly when high tearing.

An overhead guard shall be used as protection against falling objects. Make sure your industrial truck is compatible to the environment it is used in, i.e., flammable vapor areas or enclosed areas without ventilation.

Operators of material moving vehicles are required to run them at a safe speed at all times. Employees shall be instructed to watch out for equipment when walking through buildings, yards or construction areas. Employees shall not walk beside the equipment while it is in motion. Do not talk to the operator of a vehicle until he has stopped because he needs to keep his mind on what he is doing to avoid an accident.

Operators of material moving vehicles are instructed not to transport loads which are unstable or above the rated capacity of their vehicles. If you are helping to load them, cooperate with the operator by observing these rules.

Never use the forklift or similar vehicle **as a work platform** or allow yourself to be hoisted from one level to another **unless a specially designed platform is provided** and you have been authorized to use the vehicle in this way.

If you are authorized to ride in a fork truck or other material-moving vehicle, do not allow any part of your body to hang over the edge. Do not jump off a vehicle in motion; wait until it stops. Do not ride in a material moving truck with unsecured loads.

Always come to a complete stop at blind corners and before entering doorways, unless a mirror provides the operator with clear vision around the corner.

Do not over load your power fork truck or endeavor to transport loads, which are **above its rated capacity**. Don't lift unstable loads. They should be re-piled, banded, or otherwise secured.

Forklift trucks, with or without loads, should **travel with forks about six inches to eight inches above the floor**. Never attempt to lift or lower loads while traveling. The tilt control should be used to bring the center of gravity of the load closer to the drive wheels, as this keeps the load from spilling.

Bridge plates between docks and trucks or freight cars must be sufficiently wide, strong, and securely anchored. Truck operators should drive over plates slowly. Do not get your truck too close to the edge of the loading dock.

Never butt loads with the forks or with the rear end of the truck.

Operators shall not block fire aisles, access to stairways, or fire equipment.

The operator's manual for each forklift shall be present on the lift at all times.

Each forklift shall be used for its designed and intended purpose.

After driving a power truck into an elevator, **turn the motor off and set the brakes**.

Don't take a dive. Stay away from the edge of loading docks and open trenches. One little slip and you can be hurt or killed.

Never drive into a truck or trailer unless the brakes are firmly set and/or wheels chocked.

Any modifications which could affect the capacity, stability, or safe operation of the lift shall not be performed without written approval from the manufacturer. Only manufacturer approved attachments may be used.

Forklift shall not be operated in atmospheres containing a hazardous concentration of acetylene, butadiene, ethylene oxide, hydrogen (or gases or vapors equivalent in hazard to hydrogen, such as manufactured gas), propylene oxide, acetaldehyde, cyclopropane, diethyl ether, ethylene, isoprene, or unsymmetrical dimethyl hydrazine (UDMH)

Before operating make a visual inspection of the entire forklift and look for possible problems. Check fluid levels.

The hydraulic fluid level should be checked with the boom fully lowered and retracted.

Check for hydraulic leaks using a piece of cardboard rather than your bare hand.

Know your equipment and learn to operate it correctly in a safe, level, open area before operating in tight places or near other people.

Be aware of all obstructions and or people in front, behind, or on the sides of traveling vehicle.

Operator shall sound the horn:

- Once upon starting
- Twice prior to forward movement
- three times prior to reversing

Never allow riders on forklift.

Be sure to check load limitations on equipment before proceeding to lift heavy objects.

Ease into load so as not to damage goods, operator, or co-workers by unbalancing object causing it to overturn.

To maintain proper balance, load should be centered and forks should be near the outside edges and all the way under the load.

Load should be tilted back until it rests securely for traveling.

Mount machine using grab rails and steps while facing machine, maintaining a three-point contact with steps and grab rails.

Never lift unstable loads.

If traveling on ramp not designed for a forklift, you should back the load down in low gear. Also never turn sideways on an incline.

When parking machine, lower forks so they are flat on the ground and apply brake before leaving machine.

Report faulty truck performance to your supervisor immediately.

Use a soapy solution to check for propane leaks.

Never attempt to change a liquid propane tank inside of a confined space.

Refueling:

Refueling is not permitted while the engine is running.

Only refuel in designated areas.

Do not use open flames to check the fuel level.

Verify the type of fuel the lift uses.

Do not smoke near or during refueling of the equipment.

Ensure proper environmental protective measures are taken to prevent spills.

Avoid topping off the tank.

Ensure the gas cap is replaced prior to starting the engine.

Pre Shift/Operation Inspections:

Only trucks in safe operating condition may be operated. Before operating your vehicle, the operator shall check and document the condition of the following:

- Brakes
- Air filter
- Engine oil and coolant
- Belts, fan and guards
- Fuel tank cap
- Welds and structural components
- Boom condition and operation
- Tires/wheels
- Charging system
- Wiring
- Hydraulic system
- Hydraulic oil level
- Controls
- Seat belt and ROPS
- Safety devices
- Back up alarm
- Manufacturer's placard
- Fork/attachment condition
- Horn
- Mast
- Lights
- Windshield & Wipers
- Clutch

- Guards
- Fire extinguisher

If any item is defective, it shall be reported immediately. Do not attempt to repair the defective item yourself. The truck shall not be operated until the deficiencies are corrected. Forklifts shall not be operated if a fuel system or hydraulic leak is present.

2.0 SAFE OPERATING PROCEDURE:

Check work areas for:

- Muddy, slippery surfaces.
- Overhead and side clearances.
- Dust, smoke or fog, which could impair vision.

Perform the following machine starting procedures:

- Place controls in the Neutral/Hold/Locked position.
- Sound horn. (Once-Start, Twice-Move forward, three times-Reverse).
- Start engine from the operator's seat.
- After starting engine, check gauges and instruments to ensure everything is operating properly.
- Follow manufacturer's recommended starting procedures.
- Never smoke or have an open flame around starting fluids.
- Check braking system, transmission, steering, speed control, operation of bucket, bowl, blade, doors, etc.
- Immediately report defects to your supervisor.
- Never let anyone stand or ride in the arm of an articulating machine.
- Never carry people in or on equipment, if they cannot be seated safely.
- Never move a load above the heads of other employees or over vehicle cabs.
- Ensure all people are clear before starting or moving.
- Use caution in congested areas, over rough terrain and on slopes. Have complete control of your equipment at all times and match speed to conditions.
- Follow existing traffic patterns.
- Use extreme caution near bank and pit edges.
- Use proper gear when going uphill or downhill. Operate up and down slopes, whenever possible.
- Cool down engine for 3-5 minutes, shut off engine, and engage parking brake and lower bucket and attachments to the ground when leaving machine unattended.
- Turn lights on 30 minutes before sunset and on days when visibility is limited.
- Park in a non-operating area or a designated parking area. Select level ground when possible, and park at right angles to the slope and block wheels when on a grade.

Mounting and dismounting:

- Be alert for uneven, rocky, muddy or slick conditions, and take proper precautions.
- Keep boots or shoes as free as possible of all grease, mud, ice, water, etc.
- Use handholds and set points, keeping three points of contact at all time.
- Keep both hands free. Do not try to carry anything while mounting and dismounting.

- Face machinery while mounting or dismounting.
- Do not jump when dismounting.

Forklift Operators:

- Do a pre-operation inspection of the forklift and complete pre-shift inspection.
- Check the location and condition of fire extinguisher on the forklift.
- Inspect forklift for wear or damage and report any defects to your supervisor.
- Have proper personal safety equipment available and in use.
- Allow engine to idle during warm-up and check all gauges.
- Check oil pressure after starting engine, if no indication within ten (10) seconds shut down engine.
- Adjust seat, fasten seat belts, and align mirrors before starting or moving equipment.
- Check brakes and steering before moving forklift.
- Do not allow unauthorized persons to ride on or operate forklift.
- Do not coast downgrade in neutral. Select proper gear for going down or up hill.
- Maintain complete control of forklift.
- Use extreme caution when on frozen ground or ice due to limited traction.
- Do not exceed capabilities and limitations of forklift.
- Lower forks as close to ground as possible while still maintaining ground clearance when traveling with a load with an upward tilt on forks.
- Apply brake before parking forklift.
- Do not go or permit others to go underneath elevated loads or forks.
- Idle engine for approximately five (5) minutes to allow engine to cool down before shutting forklift off.
- Sudden stopping or reversal of direction can cause the load to fall or the forklift to tip.
- Use inching pedal to provide low speed approach during pick- up, or load positioning. Ensure the entire forks are under the load.
- Always adjust forks as wide as possible for stability of the load.
- Know the location of first aid stations in the area you are working.
- Report all unsafe or unusual conditions to your supervisor.
- Any unusual circumstances report to your supervisor before any operation of the fork truck.

Safety

- No employee shall operate a forklift without documentation of proper training.
- Employees must know the rated lifting capacity of forklift and weight of load prior to operation.
- No employee other than the operator shall ride the forklift.
- Only trained and designated employees may operate forklifts

Equipment Check

- Employees must perform an equipment serviceability inspection prior to each use of the forklift.
- Forklifts must not be operated until all defects affecting safe operation are properly repaired.

Starting Procedure

- Ensure parking brake is set.
- Ensure all controls are in NEUTRAL or HOLD.

- Sound horn, wait ten (10) seconds.
- START engine.
- Monitor instruments and gauges for proper operation.

Test Controls for Proper Operation

- Test parking brake.
- Test hoists, side-shift and tilt controls.
- Test steering.
- Test service brake.

Fork Adjustment

- For load stability, always adjust the forks as wide as possible. Position the load evenly on both forks.
- Lift the hook pin and idle the fork to the new position.
- Install the hood pin in the carriage slot. Follow the same procedure for the other fork.

Moving the forklift

- Fasten seat belt.
 - Raise forks just high enough to clear obstacles.
 - Engage direction selection.
 - Sound horn.
 - Release parking brake.
 - Accelerate slowly.
 - Release the accelerator pedal to STOP while traveling in either direction.
 - Use inching pedal when picking up or positioning a load.
 - Ensure forks are properly adjusted before engaging a load to -Avoid pallet or container damage.
 - Ensure balance of load.
 - Tilt mast to proper position before lifting load.
 - Lift loads slowly to ensure balance.
 - Carry loads as low as possible while traveling.
 - Travel in REVERSE if load obstructs vision.
 - Reduce speed when turning with load.
-
- Tilt mast FORWARD only when directly over unloading area.
 - Ensure unloading area will safely support load.
 - Ensure proper balance is maintained and monitor for overhead clearance when using forklift with mast extended.

Parking

- Select safe spot
- Engage parking brake.
- Lower forks to ground in safe position.
- Place all controls in NEUTRAL or HOLD.
- STOP engine.

- Chock block tires.

NOTE: Shut off the LP gas fuel tank valve when stopping or parking for an indefinite or prolonged period of time.

3.0 TRAINING AND EVALUATION

No employee shall be permitted to operate a lift prior to being trained and evaluated by an E Light authorized trainer.

Who is authorized to train?

Training may only be conducted by an E Light representative with the knowledge, training and experience necessary to conduct the training.

In addition to these criteria, trainers must successfully pass E Light's forklift training module and be at least one of the following:

- E Light Supervisor
- Qualified trainer or manufacturer's representative

EVALUATION:

Operators will receive a formal and documented evaluation at least once every three years.

RETRAINING/REFRESHER TRAINING:

Operators will receive refresher training any time:

- The operator is observed operating in an unsafe manner or not following this policy.
- The operator is involved in a Near Miss or Incident.
- An evaluation reveals that the operator is in need of refresher training.

TRAINING OUTLINE:

Training shall consist of a classroom portion and a hands-on practical application portion.

Classroom training shall cover the following:

- OSHA 1910.178 training requirements:
 - Operating instructions, warnings, and precautions
 - Differences between truck and automobile
 - Controls and instrumentation
 - Engine and motor operation
 - Steering and maneuvering
 - Visibility
 - Fork and attachment adaptation, operation and use limitations
 - Vehicle capacity
 - Vehicle stability
 - Vehicle inspection and maintenance
 - Operating limitations

- Powered industrial truck classifications
- Workplace related topics:
 - Hazardous locations
 - Ramps and sloped surfaces
 - Closed environments
 - Unique or hazardous environmental conditions
- Rough terrain forklifts
- Vehicle inspection and maintenance
 - Operator's Manual
- Engine or motor operation
- Front steering vs. rear steering
- 4-wheel steering and crab steering
- Job site hazards
- Controls and instrumentation
- Visibility
- Stability
- Vehicle capacity
- Operating limitations
- Basic safety rules
- Rules of operation
- E Light Forklift Policy
- Review / Written Examination

Employees must pass the written test with a score of **80%** or better before being allowed to take the hands-on field training. Employees will be given the opportunity to discuss any questions they missed on the written test.

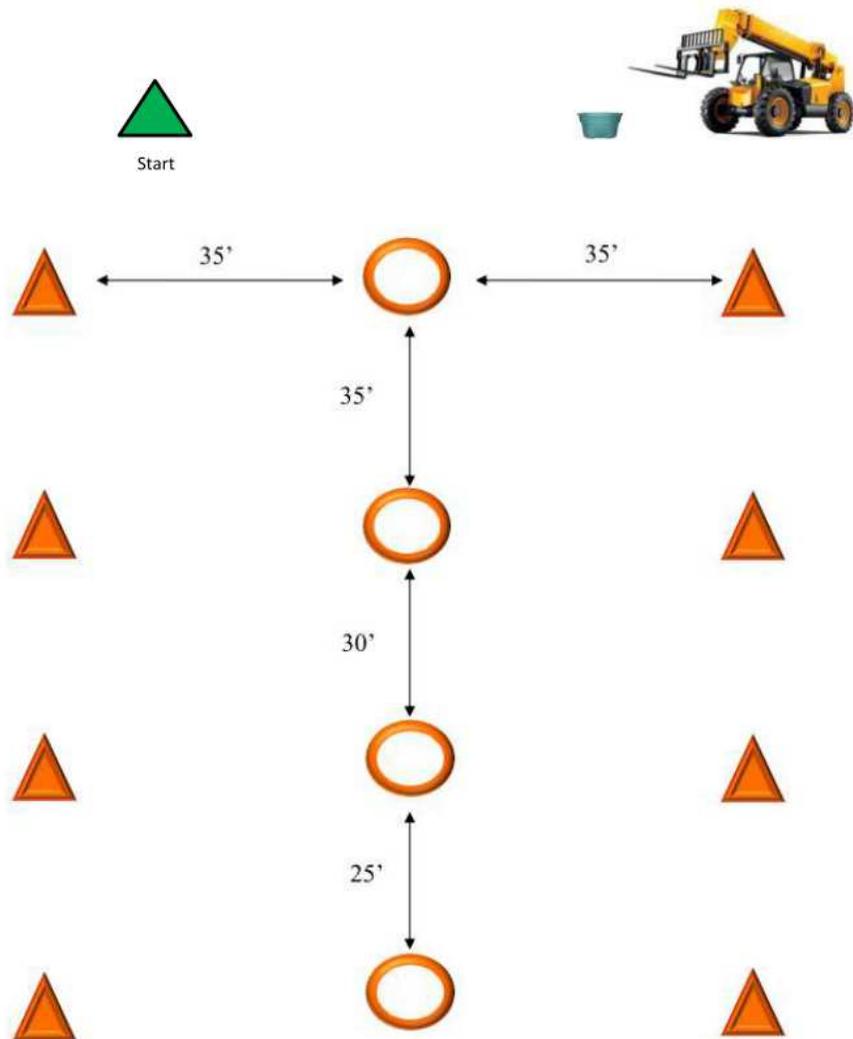
Trainees will be provided with an opportunity to apply his/her theory knowledge to physical practice through hands-on experience with the operation of the forklift.

Field training will consist of:

- Inspecting the equipment
- Utilizing operator's manual and load chart
- Guiding forks into a pallet
- Picking and placing multiple pallets.
- Utilizing a spotter
- Ensuring the load is properly balanced before and throughout the lift.
- Position of the load while traveling
- Traveling and stopping the equipment without shifting the load.
 - A 150 gal trough will be carried on a pallet.
- Maneuvering the forklift in a figure 8 pattern in both forward and reverse direction with an obstructed view.
 - A piece of cardboard will be attached to the front of the lift, obstructing the operators view.
- Placing the load on the ground and backing out of the load
- Identifying potential hazards

After completing an assessment of skills demonstrated, trainees will be presented with a certificate of completion. Training records shall be kept on site, and copies submitted to E Light's Safety Coordinator.

HANDS ON TRAINING OBSTACLE COURSE EXAMPLE:



4.0 PERFORMANCE EVALUATION FOR OPERATION OF FORKLIFT

SATISFACTORY

UNSATISFACTORY

- | | | |
|-----------------------------------------------------------------------|-------|-------|
| 1. Demonstrates knowledge of safe Working procedures. | _____ | _____ |
| 2. Demonstrates proper inspection Techniques checking: | | |
| -Mast and forks. | _____ | _____ |
| -For cracks and damage. | _____ | _____ |
| -For loose or missing parts. | _____ | _____ |
| -Tires and wheels. | _____ | _____ |
| -For leaks. | _____ | _____ |
| -Hoses and belts. | _____ | _____ |
| -Fluid levels. | _____ | _____ |
| -Operating controls. | _____ | _____ |
| 3. Demonstrate procedures for Starting forklift and testing Controls: | | |
| -Ensures park brake is set. | _____ | _____ |
| -Move levers and controls to hold. | _____ | _____ |
| -Sounds horn-waits ten (10) seconds. | _____ | _____ |
| -Starts engine. | _____ | _____ |
| -Monitors instruments and gauges. | _____ | _____ |
| -Tests park brake. | _____ | _____ |
| -Tests service brake. | _____ | _____ |
| -Checks steering. | _____ | _____ |
| 4. Demonstrates proper procedures For placing forklift in motion: | | |
| -Fasten seat belt. | _____ | _____ |
| -Sounds horn and waits | _____ | _____ |
| -Raises forks to travel height. | _____ | _____ |
| -Selects proper direction/bear. | _____ | _____ |
| -Releases parking brake. | _____ | _____ |
| -Accelerates slowly & smoothly. | _____ | _____ |
| 5. Makes necessary fork adjustments for load to be handled. | _____ | _____ |

SATISFACTORY

UNSATISFACTORY

6. Demonstrates proper operational

Procedures for:

-Positioning to lift.

-Inching.

-Lifting load.

-Traveling with load.

-Turning with load.

-Stopping with load.

-Changing direction safely.

-Positioning to lower.

-Lowering

7. Demonstrates proper parking

Procedures.

-Selects safe area.

-Sets parking brake.

-Lowers forks to safe position

-Places controls to NEUTRAL OR
HOLD.

-Stops engine.

NOTE:

If employee fails this test, the employee must be retrained and retake the test. If the employee does not pass the test the second time they will not be permitted to operate a forklift for E Light Electric Services, Inc.

NOTE: This evaluation should be submitted using iAuditor and the Forklift Evaluation Template.

NOTE: All projects shall have the OSHA Forklift Operations Poster displayed prominently in an area where employees gather and on all communication boards for the project.

FORKLIFT SAFETY QUIZ

1. Once you are trained you can operate any type of forklift.
 - a. True
 - b. False
2. Forklift training is important because
 - a. It's the law
 - b. It protects the workers
 - c. It reduces operating costs
 - d. All of the above
3. If an operator is involved in an accident or near miss he/she must receive refresher training.
 - a. True
 - b. False
4. An operator must be evaluated at least every three years in order to continue to operate the forklift.
 - a. True
 - b. False
5. Federal OSHA requires the forklift to be inspected
 - a. Once a week
 - b. At the start of the day or shift
 - c. Once a month
 - d. Once a quarter
6. Pre-operation inspections can
 - a. Improve safety
 - b. Reduce down time
 - c. Reduce costs
 - d. All of the above
7. The major difference between automobiles and forklifts is
 - a. Forklift typically weigh more than automobiles
 - b. Forklifts use rear wheel steering
 - c. Forklifts do not carry passengers
 - d. All of the above
8. The operator's manual is required to be on the machine at all times.
 - a. True
 - b. False
9. A legible capacity plate is always to be mounted on the machine.

- a. True
 - b. False
10. It is OK to add an attachment without the written approval of the manufacturer as long as you purchase or rent it from a reputable source.
- a. True
 - b. False
11. All warning labels must be on the machine and in a legible condition.
- a. True
 - b. False
12. The hydraulic fluid level should be checked with the boom fully lowered and retracted.
- a. True
 - b. False
13. Check for hydraulic leaks using a piece of cardboard rather than your bare hand.
- a. True
 - b. False
14. The primary sources of fuel for a forklift are:
- a. Gasoline
 - b. Liquid propane
 - c. Diesel
 - d. All of the above
15. Liquid propane fuel is lighter than air.
- a. True
 - b. False
16. When parking a LP powered forklift for an extended period of time always:
- a. Shut off the service valve
 - b. Avoid high heat sources
 - c. Avoid parking in confined spaces
 - d. All of the above
17. When refueling a forklift, you should:
- a. Have a fire extinguisher nearby
 - b. Don't smoke
 - c. Shut off the engine
 - d. All of the above

18. LP tanks can be replaced in confined spaces.
- a. True
 - b. False
19. What will happen if the service valve on an LP tank is opened to quickly?
- a. The fuel supply line could burst
 - b. The back pressure check valve will close
 - c. The engine will not restart
 - d. The fuel supply valve will freeze open
20. The best way to check for propane leaks is
- a. By smell
 - b. Use a soapy solution
 - c. Use a match or a lighter
 - d. Look real close
21. When fueling a gasoline or diesel forklift, always fill the tank completely full.
- a. True
 - b. False
22. Checking the tightness of existing bolts with a torque wrench is not always reliable because of thread corrosion
- a. True
 - b. False
23. Never replace a liquid or solid filled tire with and an air filled tire.
- a. True
 - b. False
24. Hoisting a near capacity load on the end of one fork can damage the fork.
- a. True
 - b. False
25. Front-end attachments have no effect on the capacity of the machine.
- a. True
 - b. False
26. The operator is not required to wear a seat belt when:
- a. Moving the forklift from one end of the yard to the other
 - b. Maneuvering the machine for repairs
 - c. Operating the machine inside a container or trailer

- d. Using a seat belt would prove more hazardous than not wearing one
27. A horn is not required as long as you have a backup alarm.
- a. True
 - b. False
28. Using the frame sway control is a good way to level the machine when you are boomed up high and you need to level the load in order to get out from under it.
- a. True
 - b. False
29. When defects are noted during the pre-operation inspection, it is OK to continue to use the forklift until the job is completed.
- a. True
 - b. False
30. The stability of the forklift is based on what principle?
- a. Principle of gravity
 - b. Principle of stability
 - c. Principle of balance
 - d. Principle of momentum
31. The balancing point of the forklift is:
- a. The counterbalance
 - b. The front wheels
 - c. The back wheels
 - d. The mast
32. Which is not one of the principle offsetting weights on an internal combustion engine forklift?
- a. Counterweight
 - b. Forks and boom
 - c. Engine
 - d. Transmission
33. The point in a forklift around which all the weight is evenly distributed is
- a. The weight of the load
 - b. The center of gravity
 - c. The balancing point
 - d. The stability pyramid
34. The center of gravity is always at the physical center of the load.
- a. True
 - b. False
35. When a load is lifted, the center of gravity for the forklift does not change position.

- a. True
 - b. False
36. When the boom is raised without telescoping out the machine becomes more stable front to back.
- a. True
 - b. False
37. When you lower the boom or telescope out the capacity of the machine increases.
- a. True
 - b. False
38. Leveling the machine is not necessary on loads well within the capacity of the machine.
- a. True
 - b. False
39. Which of the following is not a dynamic condition:
- a. Braking
 - b. Turning
 - c. The load
 - d. Booming down
40. What information is needed to use the load chart properly?
- a. The weight of the load
 - b. The height of placement
 - c. The radius of placement
 - d. All of the above
41. The most accurate way to obtain the weight of the load is:
- a. Weigh it
 - b. Bills of lading
 - c. Approved calculations
 - d. The internet
42. If the unit weight for plywood is 36 lbs per cubic foot and the load is 4 ft x 4 ft x 8 ft, approximately how much would it weigh?
- a. 2,200 lbs
 - b. 3,400 lbs
 - c. 4,600 lbs
 - d. 5,800 lbs
43. When operating a lift truck, it is

- a. The pedestrian's responsibility to watch out for you
 - b. Your responsibility to watch out for pedestrians
 - c. Management is responsible to keep pedestrians out of the work site
 - d. All of the above
44. The number one cause of death involving a forklift is tip over.
- a. True
 - b. False
45. The number one cause of death involving a forklift is tipover.
- a. Picking up a load that is too heavy
 - b. Driving on an incline
 - c. Going around a corner too fast without a load
 - d. Hitting an overhead obstruction
46. You should never turn a forklift with the load raised above travel height.
- a. True
 - b. False
47. To best survive a tipover you should:
- a. Wear your seat belt
 - b. Hang on tight
 - c. Lean forward and away from fall
 - d. All of the above
48. The minimum distance between the crane boom and a 50,000 volt power line is
- a. 5 Feet
 - b. 10 feet
 - c. 15 feet
 - d. 20 feet
49. If the boom or load comes into contact with a live power line, what should those on the ground do?
- a. Carefully walk up to the machine and help the operator off
 - b. Hook onto the machine and pull it out from the power lines
 - c. Keep all people away from the area surrounding the machine
 - d. Throw a rope to the operator so he can be drug away from the vehicle
50. All telescopic handlers are rated to lift personnel as long as you have an approved platform.
- a. True
 - b. False
51. Railroad tracks or curbs should be crossed at an angle.

- a. True
 - b. False
52. It is ok to leave your forklift running while out of eyesight of it as long as you have the emergency brake on and the forks are lowered to the ground.
- a. True
 - b. False
53. How many vehicle lengths is the minimum you should maintain between you and another vehicle?
- a. 1
 - b. 2
 - c. 3
 - d. 4
54. Never drive a forklift up to anyone next to a fixed object.
- a. True
 - b. False
55. If you pick up a load and you feel the back end of the forklift start to come up, then you are probably overloaded.
- a. True
 - b. False
56. If while picking up a load and telescoping out you feel the back end of the forklift start to come up, then you should:
- a. Telescope back in
 - b. Boom down quickly
 - c. Keep telescoping out but at a much slower rate
 - d. Put a few guys on the back of the lift to add counterweight
57. If you are handling hazardous materials you must be trained in what they are, how to handle them and how to clean them up in case of a spill.
- a. True
 - b. False
58. It is better to lean out to see around a load rather than have to travel in reverse.
- a. True
 - b. False
59. When elevating personnel, only platforms built to OSHA/ANSI standards should be used.

- a. True
 - b. False
60. The _____ is responsible for the safe operation of the forklift.
- a. The supervisor
 - b. The employer
 - c. The operator
 - d. All of the above

FORKLIFT CERTIFICATION

I certify that (...Print Employees Name) has been trained and evaluated as required by the New Powered Industrial Truck Operator Training Standard dated 12-1-1998. The above employee has been trained in the Safe Operation, Warnings and Limitations, Forklift Controls, Engine Operation, Steering and Maneuvering, Forks and Attachments, and Refueling Operations. The above employee has been observed operating the vehicle in a safe manner on this date,

_____.

Trainer (Print Name) _____

Signature of Trainer Date

Employee Name (Print Name) _____

Signature of Employee Date

Please attach training evaluation forms.

COMMENTS: _____

New hired employees must be trained before the employee may operate a Power Industrial Fork Truck. All employees that operate a Forklift / Power Industrial ForkTruck must receive training and evaluation prior to operation, as outlined by 29CFR 1926.

 <div style="border: 1px solid black; padding: 2px; display: inline-block; margin: 5px 0;">E Light</div> FORKLIFT CERTIFICATION This card certifies that Name: _____ Has successfully passed all required elements for forklift training and testing as required by OSHA Standards on _____ for Lift Type: _____ Model: _____ Trainer: _____	 <div style="border: 1px solid black; padding: 2px; display: inline-block; margin: 5px 0;">E Light</div> FORKLIFT CERTIFICATION This card certifies that Name: _____ Has successfully passed all required elements for forklift training and testing as required by OSHA Standards on _____ for Lift Type: _____ Model: _____ Trainer: _____
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