



# Safety in Five

Topic: Forklifts

Date:

Location:

Company:

## Topic specifics relevant to your job

**Each year thousands of forklift accidents are reported, resulting in injury or even death.**

Accidents are typically the result of:

- Collisions
- Falls / tip overs
- Struck-by Accidents

Following protocol is essential for accident-free operation

### ☐ Safety Training

- Forklift operators must be certified per OSHA regulations:
  - Certifications must be renewed every three years
- Refresher training must be completed:
  - If operator observed operating in an unsafe manner
  - Operator was involved in an accident
  - Operator is assigned to a different type of truck
  - A condition in the workplace has changed

### ☐ Forklift Maintenance

- Each forklift must be examined prior to use. Include:

- Evaluation of oil, water and other fluid levels
- Condition of tires, forks, cables and connectors
- Verification of clean operator compartment
- Condition of load backrest, overhead guard and seatbelt
- Confirmation of steering, brakes, horn and lights
- Follow manufacturer's recommended schedule thereafter

### ☐ Safety First

- Always wear your seatbelt. Do not speed.
- Never exceed the rated load and assure it is balanced
- Do not raise or lower the load while traveling
- Use horn at cross aisles and obstructed areas
- Never give rides or use the forks to lift people
- Keep a safe distance from pedestrians and platform edge
- Absolutely no horseplay

### ☐ Be Prepared

- Assure work boots are clean and free of oil accumulation
- Be rested, alert and hydrated

## Attendees (Names/Signatures)


## Comments/Suggestions

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