

Forklift 1 Safety Training

FORKLIFT OPERATOR OSHA CERTIFICATION DRIVERS TEST
In accordance with OSHA Requirements at 29 CFR (N) 1910.178
For OSHA Industry Group: General Industry

Drivers Test with Safety Checklist

SAMPLE GENERIC CHECKLIST FOR POWERED INDUSTRIAL TRUCKS

- Overhead Guard - Are there broken welds, missing bolts, or damaged areas?
- Hydraulic Cylinders - Is there leakage or damage on the lift, tilt, and attachment functions of the cylinders?
- Mast Assembly - Are there broken welds, cracked or bent areas, and worn or missing stops?
- Lift Chains and rollers
 - Is there wear or damage or kinks, signs of rust, or any sign that lubrication is required?
 - Is there squeaking?
- Forks
 - Are they cracked or bent , worn, or mismatched?
 - Is there excessive oil or water on the forks?
- Tires - What do the tires look like?
 - Are there large cuts that go around the circumference of the tire?
 - Are there large pieces of rubber missing or separated from the rim?
 - Are there missing lugs?
 - Is there bond separation that may cause slippage?
- Battery Check
 - Are the cell caps and terminal covers in place?
 - Are the cables missing insulation?
- Hydraulic Fluid - Check level?
- Gauges - Are they all properly working?
- Steering
 - Is there excessive free play?
 - If power steering, is the pump working?
- Brakes
 - If pedal goes all the way to the floor when you apply the service brake, that is the first indicator that the brakes are bad. Brakes should work in reverse, also.
 - Does the parking brake work? The truck should not be capable of movement when the parking brake is engaged.
- Lights - If equipped with lights, are they working properly?
- Horn - Does the horn work?
- Safety seat - if the truck is equipped with a safety seat is it working?
- Load Handling Attachments
 - Is there hesitation when hoisting or lowering the forks, when using the forward or backward tilt, or the lateral travel on the side shift?
 - Is there excessive oil on the cylinders?
- Propane Tank - Is the tank guard bracket properly positioned and locked down?
- Propane Hose

- Is it damaged? It should not be frayed, pinched, kinked, or bound in any way.
- Is the connector threaded on squarely and tightly?
- Propane Odor - If you detect the presence of propane gas odor, turn off the tank valve and report the problem.
- Engine Oil - Check levels.
- Engine Coolant - Visually check the level. Note: Never remove the radiator cap to check the coolant level when the engine is running or while the engine is hot. Stand to the side and turn your face away. Always use a glove or rag to protect your hand.
- Transmission Fluid - Check levels?
- Windshield Wipers - Do they work properly?
- Seat Belts - Do they work?
- Safety Door - (found on stand up rider models) Is it in place?
- Safety Switch - (found on stand up riding tow tractors) Is it working?
- Hand guards - (found on stand up riding tow tractors, walking pallet trucks, walking transtackers) Are they in place?
- Tow Hook
 - Does it engage and release smoothly?
 - Does the safety catch work properly?
- Control Lever - Does the lever operate properly?
- Safety Interlock - (found on order pickers) If the gate is open, does the vehicle run?
- Gripper Jaws - (found on order pickers) Do the jaws open and close quickly and smoothly?
- Work Platform - (found on order pickers) Does the platform raise and lower smoothly?

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Instructions: Operator approach forklift and proceed to take truck through a typical cycle of operations. Evaluator check each operator function whether OK or Not OK. Operator and Evaluator sign at bottom.

OK	Not OK	* Evaluate Forklift Operator Function
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		1. Performed Operator's Daily Check List
		2. Fasten Safety Belt
		3. Started up vehicle ignition properly
		4. Started driving vehicle smoothly
		5. Lined-up and approached load properly
		6. Lifted load smoothly and securely
		7. Maneuvered forklift at minimum necessary
		8. Traveled with load at proper height
		9. Slowed and turned corners safely
		10. Slowed or stopped as advisable at intersection
		11. Sounded horn at intersection
		12. Operated forklift attachment(s) correctly
		13. Maintained good visibility at all times
		14. Backward driving satisfactory
		15. Stopped forklift and neutralized controls
		16. Set parking brake
		17. Turned off ignition key
		18. Followed company key policy (leave in ignition or take out)
		19. Lowered forks to the floor
		20. Fork tips touching the floor
		21. Examiner's Overall Observation

Name: Forklift Operator (Print) _____ Signature: _____

Name: Evaluator/ Supervisor (Print) _____ Signature: _____

Evaluator's Title and/or Position Relative to Operator: _____ Date: _____

Employer/ Company Name: _____

Address: _____

City/State/Zip: _____

I am 18 years of age or older. _____ (Yes) _____ (No)

(The U.S. Department of Labor prohibits most youth under the age of 18 from operating forklifts – powered industrial trucks – per SHIB 03-09-30 – Safety & Health Bulletins.