All Company employees required to operate a powered industrial truck and/or forklift must be trained to operate the equipment. Motorized industrial trucks and forklifts are vital and necessary tools that enable the Company to conduct its business efficiently and safely. The Company is aware of the potential of injury, damage, and accidents inherent to industrial truck operation. According to the Bureau of Labor Statistics, almost 70,000 accidents occur each year that results in over 80 fatalities and 35,000 serious injuries.

Lesson	Notes
Employee Certification:	
Employees must meet the following requirements before they are "certified" to operate a powered industrial truck:	
<ul> <li>18 Years of age</li> <li>Is physically qualified to operate the industrial truck and has no movement limitations concerning their arms, legs, foot, head, waist, back, hands or fingers.</li> </ul>	
<ul> <li>Has an established medical history that would interfere with their ability to operate the industrial truck to include:</li> <li>a) Epilepsy</li> <li>b) Mental, nervous, or other functional or psychiatric</li> </ul>	
<ul> <li>disorder</li> <li>c) Arthritis, neuromuscular, or vascular disease</li> <li>Has the visual acuity and <u>binocular</u> vision of at least 20/40 (with or without corrective lenses), and the field of vision of</li> </ul>	
<ul> <li>at least 70 degrees in each eye.</li> <li>Does not have an average hearing loss in the better ear greater than 40 decibels at 500 Hz, 1000 Hz, and 2000 Hz</li> </ul>	
<ul> <li>with or without a hearing aid.</li> <li>Has passed a pre-employment drug test.</li> <li>Does not use drugs that fall into the following categories: opiate, hallucinogenic, depressant, or stimulants.</li> </ul>	
<ul> <li>Has a valid drivers license</li> <li>Complete the "Industrial Truck" written Certification Examination of 70% or better</li> </ul>	
<ul> <li>Perform a minimum of 5 hours "On-the-Job Training" in operating an industrial truck.</li> <li>Will receive refresher training and evaluation when new equipment is introduced, existing equipment is modified,</li> </ul>	
<ul> <li>operating conditions change, or the operator's performance is unsatisfactory.</li> <li>Each forklift operator's performance must be evaluated at</li> </ul>	

#### **Supervisor Responsibilities**

The Supervisor will provide on-the-job training about how to physically operate the powered industrial truck and additional supervised training as necessary.

least once every three years

The Supervisor will discuss with and instruct the employee so that the employee can gain an understanding of the following key elements:

- Basic operation of the industrial truck to include its major components, principals of loading, load capacity, operating "nuances", etc.
- Maintenance and inspection of the industrial truck
- Starting and operating the truck- parking, turning, load traveling, stacking, and backing up, etc.
- Refueling procedures
- Personal Protective Equipment- seat belt, safety shoes, hard hat, gloves, etc.

#### **On-the-Job Coach**

Provides on-the-job (hands on training) of 5 hours about how to physically operate the powered industrial truck. This training will be divided into specific areas listed below:

- Pre-Operation and Inspection of Powered Industrial Trucks
- Proper start-up and mastery of controls
- Maneuvering Skills
- Safety procedures
- Re-fueling or re-charging
- Actually operating the truck in working situations

Once the employee completes the minimum training time, shown consistent safe operating skills, and has demonstrated the ability to handle the equipment, the On-the-Job coach certifies the employee according to the Truck Operator Performance Test.

#### **Training Areas**

Because operating a lift truck is an important job, your training will focus upon two major areas:

<u>Lift Truck Knowledge</u> - During this CBT program, you will learn about:

- types of lift trucks
- lift truck operation and safety
- lift truck maintenance
- lift truck refueling and recharging.

Operating Skills - You will also have an opportunity to gain hands-on experience operating a lift

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There are four basic types of lift trucks:

- 1. Diesel powered
- 2. Electric powered
- 3. Gasoline powered
- 4. LP-Gas powered

Different types of environments require different types of lift trucks. Check with your supervisor or safety office to confirm that you are using the correct type of lift truck for your work area.

#### Other Types of Equipment:

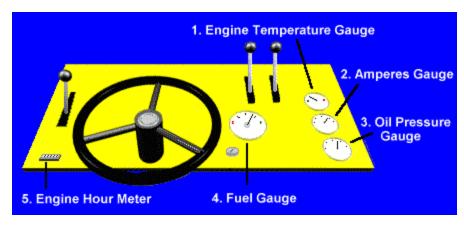
There are many types of powered industrial trucks that are used for lifting and transporting loads. The focus of this course, however, is on sit down rider counterbalanced lift trucks. It should be noted, however, that the safety precautions presented in this course are applicable to any type of powered industrial truck.

#### **Components of a Lift Truck**

The modern lift truck is an amazing piece of machinery. Did you know that lift trucks:

- \* Often weigh more than a car or light truck?
- \* Are extremely powerful?
- \* Use rear wheel steering?
- \* Can turn in a tighter circle than most vehicles?
- \* Are often less than four feet wide?

Let's take a few moments to look more closely at the major parts of a lift truck..

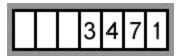


## Gauges and How They are Read

(Gasoline, LP & Diesel Powered)

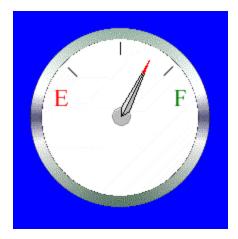
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#### **Engine Hour Meter**



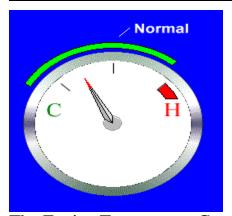
The <u>Engine Hour Meter</u> records the total number of hours that an engine has been used. Because this information is used to schedule maintenance, you will need to record this number on your Daily Inspection Report.

#### **Fuel Gauge**



The <u>Fuel Gauge</u> indicates the fuel level and is similar to those found in cars and trucks. "F" means full, while "E" means empty. Always check the fuel level of your lift truck during your daily inspection.

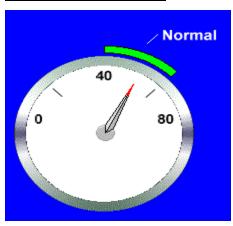
### **Engine Temperature Gauge**



The <u>Engine Temperature Gauge</u> indicates the engine temperature and is similar to those found in cars and trucks. "H" means hot, while "C" means cold. Never operate a lift truck that is overheating. Turn it off and notify your supervisor.

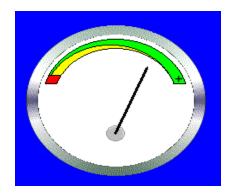
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#### Oil Pressure Gauge



The <u>Oil Pressure Gauge</u> indicates the oil pressure inside the engine. Oil pressure readings that are low or drop to "0" indicate that there is a serious problem with the engine. Never operate a lift truck with oil pressure problems. Turn the engine off, and notify your supervisor or the maintenance department.

#### **Battery Capacity Gauge**



Electric powered trucks have a <u>Battery Capacity Gauge</u>, instead of a fuel gauge.

#### **Steering Wheel**



The <u>Steering Wheel</u> in an industrial truck operates like one in a car or truck.

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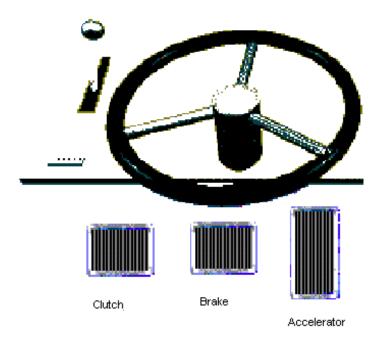
#### **Directional Controls**



Most trucks are equipped with a <u>Directional Control</u>, which allows you to select to move the truck forward or backward.

#### **Pedals**

All trucks have an <u>Accelerator pedal</u> and a <u>Brake pedal</u>. Some trucks have a <u>Clutch</u>, which allows shifting into higher forward gears.



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#### **Basic Safety Rules**

The proper way to mount or dismount a forklift is to face the unit and use three points of contact. This means that two hands and one foot should be in contact with the vehicle at all times. Under no circumstances shall an operator jump on or off a forklift.

The seat belt shall be worn and used at all times even for short time and movement duration's.

Operators shall become familiar with the location and operation of the controls.

Each operator shall take the time to read the vehicle's warning labels and other nameplate data.

The forklift must always be started from the operator's position.

Before moving a forklift, the operator must take the following workplace hazards into consideration:

- Loads of unusual size
- Traveling in hazardous areas
- Maneuvering in narrow aisles
- Operating near pedestrians
- Rough, uneven or sloped surfaces

Once the motor or engine has been started, the operator shall raise the forks @ four inches off the floor, and be aware of any bumps/dips that may jar a load or cause the forklift to shift or bounce out of control.

Never allow anyone to ride on a forklift

When traveling, pedestrians always have right of way. In warehouse situations, a forklift operator must watch pedestrians coming out from behind stacks of merchandise or around corners.

When approaching an intersection, the operator should always sound the horn and proceed slowly.

Forklifts are extremely heavy and will not stop quickly. Operators shall keep a safe stopping distance around the unit at all times.

Ramps and inclines pose a special problem for forklifts. The operator should always drive a loaded forklift with the load "uphill". This means driving up and backing down an incline

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Using a forklift outdoors on uneven terrain can be hazardous. Operators must alter his/her route and speed to accommodate unlevel or unstable ground to avoid tipping over.

When traveling with an unloaded forklift, always drive with the forks "downhill": this means backing up and driving down a ramp.

Do not drive into a trailer, truck, elevator, or railcar with authorization.

Before entering a truck, trailer, or railcar, the forklift operator must personally check the truck, trailer, or railcar to ensure it is properly secured. Do not take the word of the truck driver. Personally check:

- Chocks
- Jacks (if the trailer is not coupled to a tractor)
- ICC bar or any other restraint devices present
- Dockboard
- Dock lock

Before entering the secured trailer, inspect the trailer floor to make sure it is in good enough condition to hold the weight of the forklift.

#### **Load Handling**

#### Picking Up a Load

- 1. Make sure the load does not exceed the forklift capacity
- 2. Center the forks under the load to evenly distribute the load
- 3. Make sure the load is balanced and secure
- 4. Drop the forks to the floor
- 5. Drive into the load as far as possible
- 6. Check for overhead obstructions
- 7. Tilt the load back slightly and then lift it
- 8. Back out slowly to clear any obstacles
- 9. Lower the load to the safe traveling height before moving
- 10. The forklift shall be completely stopped before the load is raised or lowered

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## Traveling With a Load Notes 1. Pedestrians always have the right of way 2. Keep the load tilted back slightly 3. Keep the forks as low as possible, 2-4 inches above the floor 4. Before moving, always check around and behind the unit for pedestrians and other traffic 5. If the load is huge and blocks the operator's view, travel in reverse 6. Drive at a safe speed, slowing down when approaching corners 7. Sound the horn when approaching corners and aisles 8. Never allow riders 9. On ramps and inclines, always drive a loaded forklift with the load "uphill"; driving up the ramp and backing down it 10. On ramps and inclines, always drive an unloaded forklift with the forks "downhill": backing up the ramp and driving down it 11. Avoid sudden braking 12.Lift or lower the load only when completely stopped, never when traveling. Placing a Load 1. Stop the forklift in front of the desired location 2. Slowly raise load to the correct height 3. Move forward slowly with the load raised 4. Never walk or allow anyone to stand or walk under a raised load 5. Position the load for placement, tilting the load forward and level 6. Place the load square and straight 7. Before backing out, check behind and on both sides for pedestrians and other traffic 8. Once the load has settled, back out slowly 9. Make sure the forks clear the pallet before turning or changing the fork height 10. Unusually shaped loads may require special stacking considerations. Operator's must be aware of the requirements before picking up these loads

## Notes 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? **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

**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?

working?

Is there excessive oil on the cylinders and engine?	Notes
<b>Propane Tank</b> - Is the tank guard bracket properly positioned and locked down?	
<b>Propane Hose -</b> Is it damaged? It should not be frayed, pinched, kinked, or bound in any way?  Is the connector threaded on squarely and tightly?	
<b>Propane Odor</b> - If you detect the presence of propane gas odor, turn off the tank valve and report the problem.	
Engine Oil - Check levels.	
<b>Engine Coolant</b> - 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?	
<b>Safety Switch</b> - (found on stand up riding tow tractors) Is it working?	
<b>Hand guards</b> - (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?	
<b>Safety Interlock</b> - (found on order pickers) If the gate is open, does the vehicle run?	
<b>Gripper Jaws</b> - (found on order pickers) Do the jaws open and close quickly and smoothly?	
<b>Work Platform</b> - (found on order pickers) Does the platform raise and lower smoothly?	

## **Reasons for Refresher Training** Notes Refresher training and evaluation. Refresher training, including an evaluation of the effectiveness of that training, shall be conducted to ensure that the operator has the knowledge and skills needed to operate the powered industrial truck safely. Refresher training in relevant topics shall be provided to the operator when: 1. The operator has been observed to operate the vehicle in an unsafe manner 2. The operator has been involved in an accident or near-miss incident 3. The operator has received an evaluation that reveals that the operator is not operating the truck safely 4. The operator is assigned to drive a different type of truck 5. A condition in the workplace changes in a manner that could affect safe operation of the truck 6. Once every 3 years an evaluation will be conducted of each powered industrial truck operator's performance. **Safe Operating Procedures (SOP) & Rules** • Only authorized and trained personnel will operate PITs. • All PITs will be equipped with a headache rack, fire extinguisher, rotating beacon, back-up alarm and seat belts. Seat belts will be worn at all times by the Operator. • The operator will perform daily pre- and post-trip inspections. • Any safety defects (such as hydraulic fluid leaks; defective brakes, steering, lights, or horn; and/or

missing fire extinguisher, lights, seat belt, or back-up alarm) will be reported for immediate repair or have

the PIT taken "Out of Service".

- Operators will follow the proper recharging or refueling safety procedures.
  Loads will be tilted back and carried no more than 6 inches from the ground. Loads that restrict the operator's vision will be transported backwards.
  PITs will travel no faster than 5 mph or faster than a
- normal walk.Hard hats will be worn by PIT Operators in high lift
- areas.
- Operator will sound horn and use extreme caution when meeting pedestrians, making turns and cornering.
- Passengers may not ride on any portion of a PIT. Only the operator will ride PITs. "NO PASSENGERS" decals will be affixed on all PITs.
- If PITs are used as a man lift, an appropriate man lift platform (cage with standard rails and toe-boards) will be used.
- Aisle will be maintained free from obstructions, marked and wide enough (six foot minimum) for vehicle operation.
- Lift capacity will be marked on all PITs. Operator will assure load does not exceed rated weight limits.
- When unattended, PITs will be turned off, forks lowered to the ground and parking brake applied.
- All PITs (with exception of pallet jacks) will be equipped with a multi-purpose dry chemical fire extinguisher. (Minimum rating; 2A:10B:C)
- Operators are instructed to report all accidents, regardless of fault and severity, to Management.
   Management will conduct an accident investigation.
- When loading rail cars and trailers, dock plates will be used. Operators will assure dock plates are in good condition and will store on edge when not in use.
- Rail cars and trailers will be parked squarely to the loading area and have wheels chocked in place.
   Operators will follow established Docking/Un-Docking Procedures.

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n	g and Charging Storage Batteries.	Notes
	Battery charging installations shall be located in areas designated for that purpose.	
	Facilities shall be provided for flushing and neutralizing spilled electrolyte, for fire protection, for protecting charging apparatus from damage by trucks, and for adequate ventilation for dispersal of fumes from gassing batteries.	
	A conveyor, overhead hoist, or equivalent material handling equipment shall be provided for handling batteries.	
•	Reinstalled batteries shall be properly positioned and secured in the truck.	
	A carboy tilter or siphon shall be provided for handling electrolyte.	
	When charging batteries, acid shall be poured into water; water shall not be poured into acid.	
•	Trucks shall be properly positioned and brake applied before attempting to change or charge batteries.	
	Care shall be taken to assure that vent caps are functioning. The battery (or compartment) cover(s) shall be open to dissipate heat.	
•	Smoking is prohibited in the charging area.	
•	Precautions shall be taken to prevent open flames, sparks, or electric arcs in battery charging areas.	
	Tools and other metallic objects shall be kept away from the top of uncovered batteries.	

#### Trucks and Railroad cars.

- The flooring of trucks, trailers, and railroad cars shall be checked for breaks and weakness before they are driven onto.
- The brakes of highway trucks shall be set and wheel chocks placed under the rear wheels to prevent the trucks from rolling while they are boarded with powered industrial trucks.
- Wheel stops or other recognized positive protection shall be provided to prevent railroad cars from moving during loading or unloading operations.
- Fixed jacks may be necessary to support a semitrailer and prevent upending during the loading or unloading when the trailer is not coupled to a tractor.
- Positive protection shall be provided to prevent railroad cars from being moved while dockboards or bridge plates are in position.

#### **Operations**

- If at any time a powered industrial truck is found to be in need of repair, defective, or in any way unsafe, the truck shall be taken out of service until it has been restored to safe operating condition.
- Trucks shall not be driven up to anyone standing in front of a bench or other fixed object.
- No person shall be allowed to stand or pass under the elevated portion of any truck, whether loaded or empty.
- Unauthorized personnel shall not be permitted to ride on powered industrial trucks.
- Arms or Legs shall not be placed between the uprights of the mast or outside the running lines of the truck.
- When a powered industrial truck is left unattended, load engaging means shall be fully lowered, controls shall be neutralized, power shall be shut off, and brakes set. Wheels shall be blocked if the truck is parked on an incline.

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- A safe distance shall be maintained from the edge of ramps or platforms while on any elevated dock, or platform or freight car. Trucks shall not be used for opening or closing freight doors.
- There shall be sufficient headroom under overhead installations, lights, pipes, sprinkler system, etc.
- An overhead guard shall be used as protection against falling objects. It should be noted that an overhead guard is intended to offer protection from the impact of small packages, boxes, bagged material, etc., representative of the job application, but not to withstand the impact of a falling capacity load.
- A load backrest extension shall be used whenever necessary to minimize the possibility of the load or part of it from falling rearward.
- Trucks shall not be parked so as to block fire aisles, access to stairways, or fire equipment.

#### **Traveling**

- All traffic regulations shall be observed, including authorized speed limits. A safe distance shall be maintained approximately three truck lengths from the truck ahead, and the truck shall be kept under control at all times.
- The right of way shall be yielded to ambulances, fire trucks, or other vehicles in emergency situations.
- Other trucks traveling in the same direction at intersections, blind spots, or other dangerous locations shall not be passed.
- The driver shall be required to slow down and sound the horn at cross aisles and other locations where vision is obstructed. If the load being carried obstructs forward view, the driver shall be required to travel with the load trailing.
- Railroad tracks shall be crossed diagonally wherever possible. Parking closer than 8 feet from the center of railroad tracks is prohibited. What questions do you have?

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• The driver shall be required to look in the direction of, and keep a clear view of the path of travel.	Notes
• Grades shall be ascended or descended slowly. When ascending or descending grades in excess of 10 percent, loaded trucks shall be driven with the load upgrade. On all grades the load and load engaging means shall be tilted back if applicable, and raised only as far as necessary to clear the road surface.	
<ul> <li>Under all travel conditions the truck shall be operated at a speed that will permit it to be brought to a stop in a safe manner.</li> </ul>	
• Stunt driving and horseplay shall not be permitted.	
<ul> <li>The driver shall be required to slow down for wet and slippery floors.</li> </ul>	
<ul> <li>Dockboard or bridgeplates, shall be properly secured before they are driven over. Dockboard or bridgeplates shall be driven over carefully and slowly and their rated capacity never exceeded.</li> </ul>	
<ul> <li>Running over loose objects on the roadway surface shall be avoided.</li> </ul>	
<ul> <li>While negotiating turns, speed shall be reduced to a safe level by means of turning the hand steering wheel in a smooth, sweeping motion. Except when maneuvering at a very low speed, the hand steering wheel shall be turned at a moderate, even rate.</li> </ul>	
Loading.	
<ul> <li>Only stable or safely arranged loads shall be handled. Caution shall be exercised when handling off-center loads which cannot be centered.</li> </ul>	
<ul> <li>Only loads within the rated capacity of the truck shall be handled.</li> </ul>	
• The long or high (including multiple-tiered) loads	

which may affect capacity shall be adjusted.

• Trucks equipped with attachments shall be operated as partially loaded trucks when not handling a load.

- A load engaging means shall be placed under the load as far as possible; the mast shall be carefully tilted backward to stabilize the load.
- Extreme care shall be used when tilting the load forward or backward, particularly when high tiering.
   Tilting forward with load engaging means elevated shall be prohibited except to pick up a load. An elevated load shall not be tilted forward except when the load is in a deposit position over a rack or stack.
   When stacking or tiering, only enough backward tilt to stabilize the load shall be used.

#### **Fueling Safety**

- Fuel tanks shall not be filled while the engine is running. Spillage shall be avoided.
- Spillage of oil or fuel shall be carefully washed away or completely evaporated and the fuel tank cap replaced before restarting engine.
- No truck shall be operated with a leak in the fuel system until the leak has been corrected.
- Open flames shall not be used for checking electrolyte level in storage batteries or gasoline level in fuel tanks.

#### Maintenance of Powered Industrial Trucks.

- Any power-operated industrial truck not in safe operating condition shall be removed from service. All repairs shall be made by authorized personnel.
- Those repairs to the fuel and ignition systems of industrial trucks which involve fire hazards shall be conducted only in locations designated for such repairs.
- Trucks in need of repairs to the electrical system shall have the battery disconnected prior to such repairs.
- All parts of any such industrial truck requiring replacement shall be replaced only by parts equivalent as to safety with those used in the original design.

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- Industrial trucks shall not be altered so that the relative positions of the various parts are different from what they were when originally received from the manufacturer, nor shall they be altered either by the addition of extra parts not provided by the manufacturer or by the elimination of any parts. Additional counter-weighting of fork trucks shall not be done unless approved by the truck manufacturer.
- Industrial trucks shall be examined before being placed in service, and shall not be placed in service if the examination shows any condition adversely affecting the safety of the vehicle. Such examination shall be made at least daily. Where industrial trucks are used on a roundthe-clock basis, they shall be examined prior to use each shift. Defects when found shall be immediately reported and corrected.
- When the temperature of any part of any truck is found to be in excess of its normal operating temperature, thus creating a hazardous condition, the vehicle shall be removed from service and not returned to service until the cause for such overheating has been eliminated.
- Industrial trucks shall be kept in a clean condition, free of lint, excess oil, and grease. Noncombustible agents should be used for cleaning trucks. Low flash point (below 100 deg. F.) solvents shall not be used. High flash point (at or above 100 deg. F.) solvents may be used.

#### Safe Operation Procedure for Charging LPG Tank

- 1. No Smoking.
- 2. Move LPG PIT outside for refueling.
- 3. Turn off PIT.
- 4. LPG tanks will be removed in the following order:
  - -shut off service valve
  - -disconnect tank from hose
  - -unbuckle and remove tank from bracket

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A forklift being operated by an inexperienced or poorly trained individual can lead to accidents, injuries, or even death. In addition, Company's suffer additional losses in damaged merchandise and equipment.

Once an operator has been trained and authorized, he/she is responsible for always following the safety procedures outlined in the training.

What questions do you have?

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# DAILY CHECKLISTS FOR POWERED INDUSTRIAL TRUCKS

# DAILY INSPECTION CHECKLIST

#### Electric Forklift Truck

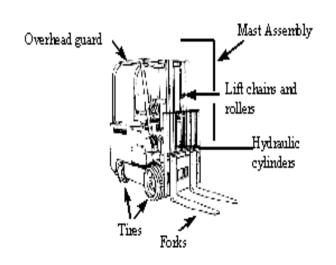
#### **KEY OFF Procedures**

- The vehicle inspection
  - Overhead guard
  - Hydraulic cylinders
  - Mast assembly
  - Lift chains and rollers
  - Forks
  - Tires
- Examine the battery
- Check the hydraulic fluid level

#### **KEY ON Procedures**

- Check the gauges
  - Hour meter
  - Battery discharge indicator
- Test the standard equipment
  - Steering
  - Brakes
  - Front, tail, and brake lights
  - Horn
- Safety seat (if equipped)
- Check the operation of load-handling attachments

#### Electric Forklift Truck

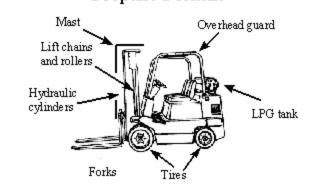


# DAILY INSPECTION CHECKLIST Propane Forklift Truck

#### **KEY OFF Procedures**

- The vehicle inspection
  - Overhead guard
  - Hydraulic cylinders
  - Mast assembly
  - Lift chains and rollers
  - Forks
  - Tires
  - LPG tank and locator pin
  - LPG tank hose
  - Gas gauge

#### Propane Forklift



# DAILY INSPECTION CHECKLIST Propane Forklift Truck (continued)

#### **KEY OFF Procedures (continued)**

- Check the engine oil level
- Examine the battery
- Check the hydraulic fluid level
- Check the engine coolant level

#### **KEY ON Procedures**

• Test the front, tail, and brake lights

#### **ENGINE RUNNING Procedures**

- Check the gauges
  - Oil pressure indicator lamp
  - Ammeter indicator lamp
  - Hour meter
  - Water temperature gauge
- Test the standard equipment
  - Steering
  - Brakes
  - Horn
- Safety seat (if equipped)
  - Check the operation of the

load-handling attachments

• Check the transmission fluid level

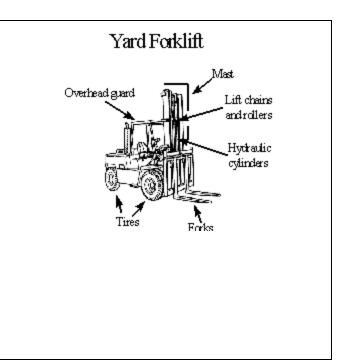
# Propane Forklift Mast Overhead guard Lift chains and rollers Hydraulic cylinders LPG tank

# DAILY INSPECTION CHECKLIST Yard Forklift Truck

#### **KEY OFF Procedures**

The vehicle inspection

- Overhead guard
- Hydraulic cylinders
- Mast assembly
- Lift chains and rollers
- Forks
- Tires
- LPG tank and locator pin
- LPG tank hose
- Gas gauge



#### **KEY OFF Procedures (continued)**

- Check the engine oil level
- Examine the battery
- Inspect the hydraulic fluid level
- Check the engine coolant level

#### **KEY ON Procedures**

Test the standard equipment

- Front, tail, and brake lights
- Fuel gauge (if diesel)
- Windshield wiper
- Heater

#### **ENGINE RUNNING Procedures**

Check the gauges

- Oil pressure indicator lamp
- Ammeter indicator lamp
- Ammeter
- Hour Meter
- Water Temperature Gauge

Test the standard equipment

- Steering
- Brakes
- Horn
- Safety seat (if equipped)

Check the operation of load-handling attachments

**Check the transmission fluid level** 

#### Yard Forklift

