



LivSafe is a conscious safety initiative of Liberty General Insurance Limited to help people live safer, secure lives through an education series of proactive and preventative suggestions in the safety arena. This document does not purport to promote any product, directly, or indirectly.

Overview

The forklift or industrial truck is a commonly used tool that helps people lift and move heavy loads with very little physical effort and excellent precision. Forklifts characteristics are different from highway vehicles (cars or trucks). Forklifts have a different center of gravity, are more apt to tip over when empty and can become unstable while operating with an elevated load. Forklifts also lack suspension, may steer with the rear rather than the front wheels and are frequently driven in reverse.

These machines are powerful, though, and there is always risk involved when they are used by people who have not been trained on operating them safely. We at Liberty General Insurance understand the importance of forklift safety training for preventing accidents. We sincerely hope that the measures suggested in this document will help follow better practices when it comes to forklift uses.



Facts:

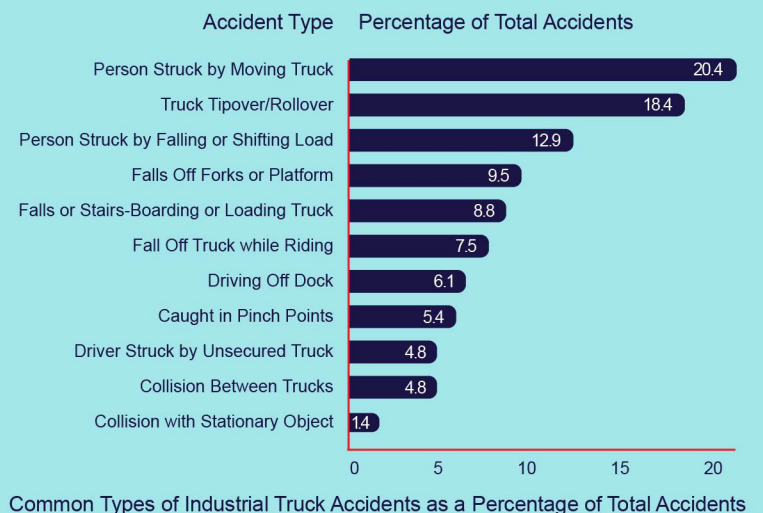
- There are roughly 85 forklift deaths and 34,900 serious injuries each year due to forklift accidents (data from 2007), according to the Occupational Safety and Health Administration (OSHA).
- 42% of forklift fatalities were caused by accidents where forklift driver was crushed by a lift truck that tips.
- Forklift turn-overs represent around 25% of forklift-related deaths.



Industrial Truck Safety Program

Written program guidelines should specify operator selection, training, supervision criteria, environmental conditions such as adequate lighting, noise control and traffic flow; and equipment characteristics of the truck itself, including vehicle safety features and variation in controls. The safety program should also include investigation, recording and reporting of all accidents and near misses, regular truck inspection and maintenance, and periodic program reviews.

When selecting operators, keep in mind that an operator should be qualified to drive the specific truck they will be driving on the job. As part of the application process, the operator's driving record should be obtained for an indication of accident history.



Typical Agenda for Operator Training

1. Classroom instruction

Discuss your company's specific hazards, using recent accidents or misses as examples.

Attendees should be tested on the following:

- Company policies and precautions by type of truck, operating instructions
- Fundamentals of truck and component design
- Truck controls and instrumentation
- Specific rules and why they are necessary
- Making daily checks and loading procedures
- Vehicle capacity and mechanical limitations
- Vehicle center of gravity and stability
- Refueling and/or charging and recharging of batteries
- Nameplate data



CERTIFIED OPERATORS ONLY



PERFORM SAFETY CHECKS BEFORE WORK



WEAR APPROPRIATE PERSONAL PROTECTIVE CLOTHING



FASTEN YOUR SEAT BELTS

2. Field Instruction and Testing

Hands-on training and performance tests should cover the specific operating characteristics of the truck and should include the following items:

- Pre-use check
- Use of controls
- Steering and Maneuvering
- Visibility
- Selecting loads
- Dock safety
- Driving with a load in place
- Stacking
- Adhering to traffic control rules



DO NOT DRIVE WITH RAISED LOAD



ALWAYS HAVE A CLEAR VIEW



DO NOT OVERLOAD



RESTACK UNSTABLE LOADS



3. Authorization for Use

When all aspects of the training have been successfully completed, issue a permit to the operator stating firm name, operator's name, name of issuing authority, type of truck, operator restrictions, date issued and date expiring.

Refresher Training

Refresher training in relevant topics should be provided under the following conditions:

- An operator was observed operating in an unsafe manner
- An operator was involved in an accident
- An operator is assigned a different type of truck
- A condition in the workplace changes that affects safe operation of the vehicle

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