

Forklift Operator

Facility:	Written By:	Approved By:	Date Created:	Date of Last Revision

Hazards Present:	PPE or Devices Required:	Additional Training Required:
Vehicle/Property damage	Steel toed boots	Forklift Training/Certification
Other workers and equipment	Eye protection	
Slip/Trip	Hand protection	
Pinch points	Hard hat	
Muscle strain	Backup alarm	

Safe Work Procedure:

- 1) Ensure the load does not exceed the forklift maximum weight tolerance.
- 2) Check that there is adequate unloading space.
- 3) Pull up to trailer, make sure forks are high enough so they do not hit trailer.
- 4) Have a spotter to properly guide forks under the load.
- 5) Slide forks under load gently, only lift one load at a time.
- 6) Once load is secured on forks, ensure all workers are clear and back up slowly.
- 7) Carry load to stable, level ground.
- 8) Gently set load on ground and unhook.

If an emergency situation occurs while conducting this task, or there is an equipment malfunction, engage the emergency stop and follow the lock out procedure

REPORT ANY HAZARDOUS SITUATIONS TO YOUR SUPERVISOR

<p style="text-align: center;">Guidance Documents/Standards:</p> <p>MB Workplace Safety & Health Act & Regulations:</p> <p>4 General Workplace Requirements 6 Personal Protective Equipment 8 Musculoskeletal Injuries 16 Machines, Tools and Robots 22 Powered Mobile Equipment</p>	<p>This Safe Work Procedure will be reviewed any time the task, equipment or materials change and at a minimum of every three years</p> <hr/> <p>Reviewed By WSH Committee:</p> <p>Date:</p>
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