

# Forklift Safety - #1

## OHBA Safety Pages

Forklift are very helpful pieces of equipment. They save time and help to reduce injuries associated with manual material handling. However, forklifts can also become very dangerous pieces of equipment if operated by unsafe, untrained operators. All operators must be trained and authorized before driving any forklifts.

### Guidelines for operating a forklift safely

- Look in the direction of travel and look to the rear when backing up. Drive in reverse if the load obstructs the forward view.
- Slow down and honk at cross aisles and other areas where vision is obstructed.
- Operate the forklift at a speed that will allow it to stop safely.
- When making turns, slow down and turn in a smooth, sweeping motion. Ensure that pedestrians or other obstacles are clear of the forklift's backswing.
- Keep arms and legs within the periphery of the forklift.
- When traveling with a load, make sure the load is tilted back and raised only as high as necessary to clear the ground. Loads must face upgrade on slopes greater than 10 percent.
- When loading trucks and trailers, make sure they are secured at the loading dock, the brakes are set, and the wheels are chocked. Use jack stands when necessary to prevent trailers from upending. Look for weakness or slippery spots on trailer floors. When used, portable yard ramps must be secured to the truck or trailer.
- Be aware of carbon monoxide poisoning when operating propane-powered forklifts indoors. Provide good ventilation. Headaches, dizziness, and nausea are early symptoms of poisoning.
- Before getting off a forklift, lower the forks so they are flat on the ground, neutralize the controls, and set the brakes. Use three points of contact when getting on or off a forklift.
- Inspect forklifts daily or after each shift if they are used round-the-clock. Forklifts not in safe operating condition must be removed from service. The data plate must be in place and readable.
- Follow the manufacturer's recommendations when slinging a load under the forks ("free rigging") and using lifting straps.



The information we provide is not intended to include all possible safety measures and controls. In addition, the safety information we provide does not relieve the Members of its own duties and obligations with regard to safety concerns, nor does Oregon Home Builders Association guarantee to the Members or others that the Member's property, job sites and/or operations are safe, healthful, or in compliance with applicable laws, regulations or standards. The Members remain responsible for their own operations, safety practices and procedures and should consult with legal counsel as they deem appropriate.

SAFETY PAGE MEETING GUIDE

Topic: Forklift Safety - #1

Employer: \_\_\_\_\_ Project: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Shift: \_\_\_\_\_

Number in crew: \_\_\_\_\_ Number attending: \_\_\_\_\_

Safety or Health issues discussed. Include recent accident investigations and hazards involving tools, equipment, the work environment, work practices and any Safety or Health recommendations:

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Follow up on recommendations from last safety meeting:

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Record of those attending:

Name: (please print)	Signature:	Company:
1.		
2.		
3.		
4.		
5.		
6.		
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8.		
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11.		
12.		

Supervisor's remarks: \_\_\_\_\_

Supervisor: \_\_\_\_\_ (Print) \_\_\_\_\_ (Signature)