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| Forklift Safety Refresher | Safety Training Handout |
| Forklift operators must know & follow equipment operating procedures and safety rules for forklift operation. Specifically the hazards involved in:* Equipment operation
* Traffic paths & surfaces
* Operation around pedestrians
* Loading & unloading characteristics
* Height & travel clearance
* Forklift ratings

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| **Daily Checklist…** before you go check |
| ControlsLeaksHornLightsAlarmBattery | SteeringBrakesMissing PartsExtinguisherSeat BeltFuel |

**Park Safely!*** Lower the forks & set the brake
* Turn off motor & remove the key
* Always park on a level surface
* Don't block emergency exits or equipment
* Park away from other hazards
 | **Dock Safety…*** Inspect the truck floor
* Check trailer chocked
* Inspect dock plates
* Check for liquid spills
* Watch other traffic
* Get permission
* Check dock-locks
* Check warning lights

**Hazard Awareness…*** Speed & clearance
* Fork position
* Load stability
* View of path, pedestrians & other traffic
* Drop-offs & ramps
* Surface hazards

**Traveling Safety…*** Tilt the mast back before traveling
* Keep forks 4 to 6 inches off the floor
* Keep at least 10 feet overhead clearance between mast and overhead power lines
* Position the load against back rest
* On ramps have the load positioned up hill of the forklift
* Ensure adequate clearance
* Never overload forklift
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