

Tips for Operating a Forklift Safely

1. Always conduct a pre-operational check: Look for obvious damage and check all vital systems such as brakes, steering and lever operations. Report any defects to your supervisor and do not operate a lift that is not in safe condition.
2. Always refer to the nameplate information when handling heavy loads to assure that you do not exceed the capacity of the forklift.
3. Operate at speeds that are safe for the conditions in the area, slow down for curves, pedestrian crossings, etc. Be alert for any changes that could affect operation such as wet pavement or visitors in the area.
4. Watch for other industrial trucks if you are sharing the floor with pallet jacks, order pickers, and other forklifts.
5. Adjust the load to assure good visibility.
6. Never leave the forklift unattended until the engine is shutdown, the forks are lowered to the floor and the brake is set. Your supervisor may have additional requirements for shut down procedures.



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