

# Toolbox Talk

## 28. Fork Lift Trucks



### What?

- Fork lift trucks are used extensively for transporting and lifting heavy and awkward loads from one place to another but can be potentially lethal if safe working practices are not followed. There are different varieties of truck for various tasks and the safe working load changes depending on their use. Some trucks have additional features so that they can be used to provide safe access at height providing the manufacturers instructions are followed

### Why?

- There are over 8,000 reported accidents involving the use of fork lift trucks in the UK each year and some of these result in fatality
- The majority of these accidents are caused by lack of operator training, operator error, a lack of knowledge about the working environment, poor truck maintenance and poor lighting conditions
- Trucks must be properly maintained and inspected before use, and be thoroughly examined at specified intervals
- They should have suitable audible and visual warning devices to alert pedestrians, e.g. flashing light, horn, reversing alarm, etc
- Anyone operating a fork lift truck must be properly trained and formally appointed to carry out this task

### Do



- ✓ Watch for overhead obstructions
- ✓ Make sure forks are properly spaced and fully engaged to give maximum stability
- ✓ Watch for holes and slippery surfaces
- ✓ Avoid sharp objects and uneven surfaces
- ✓ Stop and start the vehicle smoothly
- ✓ Slow down and sound the horn at blind spots
- ✓ Watch out for people when reversing or turning
- ✓ Lower the forks, apply the brake, and remove the key when parking
- ✓ Always travel with the load near the ground
- ✓ Reverse down ramps when carrying loads

### Don't



- ✗ Allow passengers on the truck
- ✗ Travel with insecure loads
- ✗ Overload the truck
- ✗ Raise the load while travelling
- ✗ Exceed speed limits
- ✗ Raise personnel on the forks without an approved lifting platform
- ✗ Leave the truck with the key in the ignition



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