

Job site: _____
 Foreman: _____

Date: _____
 G.C. _____

SMOHIT Safety Sense Toolbox Talks for the Sheet Metal Industry	<h3>Forklift Safety</h3> <ul style="list-style-type: none"> Forklifts are vehicles used to handle and transport material on a job site. All workers who operate forklifts must be trained and certified in safe operation at least once a year. Safe operation training includes classroom instruction and vehicle operation. A forklift operator is responsible for his/her own safety, vehicle, load, and company property and equipment. The operator is also responsible for watching out for other employees and pedestrians. Forklift operators must wear the proper PPE, including a hard hat, safety glasses, hearing protection, and safety shoes. If you are trained and certified to operate a forklift, there are certain traffic safety rules and regulations you must observe while driving. Before operating the forklift each day, inspect the tires, fluid levels, battery, fire extinguisher, brakes, deadman control, warning lights, horn, and reverse indicators. If you find any defects, report them to your supervisor. Use a checklist if one is available Keep the forklift to the right on roadways and in wide aisles, and stop at all designated stop signs. Drive at a speed that is appropriate and safe for the location and surface condition. Use extra caution on hills, corners, and ramps. Drive unloaded forklifts in reverse when going up a ramp and forward when going down a ramp. Drive a loaded forklift in a forward gear when going up a ramp. Raise the forks an additional two inches upon approaching the ramp to avoid hitting or scraping the ramp surface. Always give pedestrians the right of way. When parking, make sure the forks are lowered to the floor. Make sure the power is turned off and the key is removed and put back in its designated location. 		<h3>Instructor Tips</h3> <ul style="list-style-type: none"> Have a forklift available and review the daily inspection with workers. Remind workers to check the stability of a load before lifting or moving it. Emphasize that workers should never lift loads that exceed the rated load capacity on the forklift nameplate. Remind workers who operate forklifts to use the horn in blind spots to let others know that you are there. 	
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