



ACCESSING SAFETY KNOWLEDGE (ASK) SHEET: ***FORKLIFT SAFETY***

Forklifts are everywhere in our facilities. They are a useful tool in moving heavy materials from one place to another. They can also be dangerous. Whether you drive the forklift or work around those who do, you play a role in making sure the work gets done safely.

Forklift Drivers

- Make sure you are properly trained (every 3 years).
- Always wear your seatbelt.
- Use the steps or ladder to get in and out. Never jump out.
- Put your forks down and set the brake before getting out.
- When transporting, keep the load as low to the floor as possible.
- Know the truck's lifting limit, and do not exceed it.
- Stack loads and pallets securely.
- Know the location of co-workers/customers.
- Ensure back-up alarm is operational.

Working Around Forklifts

- Always let the driver know where you are working.
- Stop and look both ways before entering warehouse aisle ways or yard intersections.
- Listen for backup alarms and stay clear when a forklift is backing.
- Never assume the forklift driver can see you.
- Never hitch a ride.
- Always pay attention to what is going on around you.

Stay Safe

- Be well-rested before operating any type of heavy equipment.
- Avoid taking medications that may make you drowsy.
- If you are under the influence of alcohol or any drug, do not operate heavy equipment.
- Always make sure all operators, safety and maintenance manuals are stored on the forklift.
- Always wear proper jobsite specific safety equipment.
- Know your work environment and be prepared for any possible situations that might arise.

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