



FORKLIFT TRAINING SYSTEMS



FORKLIFT OPERATOR TRAINING PROPOSAL

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*“Whatever you do, work at it with all your heart, as if working for the Lord, not for men.”
Colossians 3:23*

WHAT SETS OUR TRAINING APART?

- ✓ Prior to on-site classes, our instructors will conduct a forklift safety audit; asking basic questions about your application and forklifts, as well as, making suggestions for safety improvement and OSHA compliance. This allows us to focus on your critical issues, helps you correct any problems and eliminates coverage of topics which do not apply to your company or forklifts.
- ✓ We take the time to do it right. Our classes typically last five to seven hours, depending on the number of forklift types your people operate and the number of operators being trained. Each forklift type (sit down, reach, order picker, pallet jack, etc.) receives its own classroom instruction, written test and hands-on evaluation.
- ✓ Forklift training is our core business, not something we do “on the side” or “as requested.” We take pride in our instructors’ knowledge, in the quality of our programs and in the results we achieve. You won’t find us relying on a DVD to teach the class; our trainers will make a difference in how your people feel about working safely!

STANDARD TRAINING FEATURES

- ✓ We retain and back-up your certification records electronically. If you ever lose them or need a copy, we have you covered.
- ✓ We provide continuing support and consultation via phone and email; at no charge. If you have a forklift safety question, we’ll get you the answer!
- ✓ We use pictures and video clips of real forklift accidents to help prevent similar situations at your site. Our training is both realistic and relevant.
- ✓ We will incorporate pictures of your facility, forklifts, data plates, controls and more. Don’t settle for a generic program developed to meet everyone’s needs, get one that is site and equipment specific; which is what OSHA is expecting from you.

SAMPLE TRAINING OUTLINE

- Introduction, outline, and provisions for practice operation
- Lift truck injury and fatality statistics
- Introduction to OSHA standard
- Benefits of training
- Knowing your forklift & the importance of reading the operator's manual
- Forklift vs. auto (differences)
- Basic design principles of electric and/or internal combustion, counterbalanced riders
- Basic parts of a forklift and samples of typical controls
- General safety warnings commonly found on many units
- The stability triangle
- The center of gravity
- Forklift stability
- Load centers
- Reading and interpreting the forklift data plate
- Adverse surface and floor conditions
- Pedestrian safety
- Load composition and stability
- Load handling
- Causes of forklift accidents, including sample accidents
- Basic operational issues (various OSHA required topics)
- Traveling rules
- Damage to forklifts and facilities
- Parking
- Ramp, slope, incline operation
- What to do in a tip over
- Seatbelt issues
- Braking methods
- Trailer loading, unloading, inspection, etc.
- Proper fueling procedures
- Personal protective equipment
- Pre-shift inspections
- Safety equipment (alarms, strobes, etc.)
- Fueling procedures and precautions

NOTE: We customize our on-site class outline to reflect only those topics which apply to each customer's site and specific equipment. Other topics are available upon request. It is your responsibility, as the employer, to provide the forklift operator's manuals to your operators and to communicate any site specific rules which might exist.

OUR TRAINING CUSTOMERS INCLUDE:

Abbott

Ashland

Ball Corporation

Coca-Cola

Georgia Pacific

Glatfelter

Honeywell

International Paper

Jefferson Industries Corporation

Kaiser Aluminum

Kellogg

Nucor Steel

Packaging Corporation of America

PPG

Rock-Tenn

Rolls Royce Energy Systems

Scotts



WHEN PURCHASING TRAINING, CONSIDER THIS...

“It’s unwise to pay too much, but it’s worse to pay too little. When you pay too little, you sometimes lose everything, because the thing you bought was incapable of doing the thing it was bought to do. The common law of business balance prohibits paying a little and getting a lot – it can’t be done. If you deal with the lowest bidder it is well to add something for the risk you have run, and if you do that you will have enough to pay for something better.”

John Ruskin (1819-1900)

[Click here to watch a short YouTube video about our forklift operator training](#)

OPTION 1: CERTIFICATION AT YOUR SITE

Course Description:

This course is for companies needing to formally certify operators to use forklifts. This is the right class if you have new operators and want to ensure they have proper training according to OSHA 29CFR1910.178. If you have existing operators and are unsure of the quality/content of their past training, if you are missing their documentation or if they were certified through a prior employer, this would also be the right option for training. The class includes approximately four hours of classroom instruction and written testing, as well as hands-on evaluations for each type of forklift. We are experts at working around busy schedules and will find a day and time that works for your facility. The pre-training survey, all classroom instruction, hands-on evaluations and the OSHA required follow up certification paperwork for each trainee are included in the cost of your training. Our instructors bring to life the realities of what can happen when forklifts are not operated safely. Your operators will leave with a new appreciation of the importance of their job to others lives and their own.

Class size: Minimum of 6, maximum of 15

Time frame: 5-8 hours depending on number of trainees and forklift types.

OPTION 2: RE-EVALUATION AT YOUR SITE

Course Description:

Our re-evaluation course is geared towards companies with operators which have already been properly certified at your company and are in need of re-evaluation per the OSHA standard. OSHA requires forklift operators be re-evaluated at least once every three years. Topics covered include operator focus, pedestrian safety and the importance of seatbelts/pre-shift inspections. We use real life accident pictures and video clips, which remind your operators about the consequences of unsafe actions. It will get the attention of your experienced operators, who already know how to operate safely, but may not be applying that knowledge every day on the job.

Class size: Minimum of 6, maximum of 15

Time frame: 1 hour classroom, plus hands-on evaluation time

[Click here to request a custom forklift operator training quote](#)



To: David Hoover

From: Steve Melroy

Subject: Forklift Refresher Training

Dave,

Now that you have completed our forklift refresher training, I want to thank you for your effort.

We appreciate your timeliness in notification of our employees scheduled for renewal training. Forklift training is very important to our needs and it's good to know we can count on Forklift Training Systems to track the certification status of our operators.

Since I had not worked with you prior to this opportunity, I decided to sit in on your classes to get a feel for how well our employees responded to your presentations. I was very pleased to observe our people paying attention and responding to your message of forklift safety. Although I don't currently have a license, I appreciate the thorough and professional delivery of information.

I thought the classroom segment was informative because of the presentation of safety tips, safety requirements, and actual scenarios involving forklift accidents. I watched our employees pay close attention as investigations revealed that simple mistakes and lack of attention can have fatal consequences. The driving portion of the test was a good opportunity for you to point out minor bad habits to our operators as they moved through the obstacles. Our employee comments were positive because they appreciated your positive and negative comments for each operator.

Thanks again for your service. I look forward to working with Forklift Training Systems in our next phase of employee instruction.

Steve Melroy
Safety Administrator



Rolls-Royce

Rolls-Royce Energy Systems Inc.
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43050-2495 USA

To Whom It May Concern:

We have been working with Forklift Training Systems (FTS) since November of 1999. During this time they have provided us with operator training for our many forklifts and aerial work platforms at the Mt. Vernon facility. They have also customized this training to our equipment and application and have updated it many times over the years to meet our changing needs. In addition to the certifications, they have also provided re-evaluation training as the operators expire, refresher training after things such as near misses and training for our supervisors so they can better understand mobile equipment safety and risk management.

Forklift Training Systems provides our employees with interesting and interactive training, because they have taken the time to get to know our site, our people and our equipment. They have also partnered with us to improve our mobile equipment/pedestrian safety and have made a number of suggestions over the years which have been valuable to us as a company. We know we can depend on them for great training and solid/factual advice in their areas of expertise.

We would recommend Forklift Training Systems to anyone looking for high quality forklift and aerial work platform training.

Sincerely,

A handwritten signature in blue ink, appearing to read "David McCall".

David McCall

HSE Executive

Rolls-Royce Energy