



FORKLIFT TRAINING SYSTEMS



CUSTOMER SITE - FORKLIFT TRAIN-THE-TRAINER PROPOSAL

(OPTIONAL DAY FOR AERIAL WORK PLATFORMS)

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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*

CLASS FEATURES:

- ✓ Two full days of top quality instruction.
- ✓ Trainer's credentials do not expire, so your trainers can continue to train indefinitely with no further investment.
- ✓ Trainers learn how to identify and correct forklift/pedestrian safety issues.
- ✓ On-site forklift and pedestrian safety audit with your trainers.
- ✓ Trainers receive full documentation of their credentials.
- ✓ Trainers participate in a simulated operator training session.
- ✓ Each trainer receives a reference binder, loaded with information.
- ✓ Live observation time setting up and grading hands-on evaluations.
- ✓ Includes classroom instruction on counterbalance, narrow aisle reach, elevated order pickers and pallet jacks.

WHAT SETS OUR TRAINING APART?

- ✓ Trainers "earn" their certification and must prove their ability in a pass or fail class format.
- ✓ Trainers are tested on their knowledge of the OSHA standards and their ability to identify and communicate forklift safety hazards.
- ✓ Trainers depart from class with confidence, knowing what to do, how to do it and having the skills and materials to conduct OSHA compliant training.
- ✓ Trainers have a support system in place. If they have a question or need advice; we will be here. All trainers receive our monthly newsletter.
- ✓ The majority of our instructors who teach the Train-The-Trainer class are forklift experts with litigation and risk management experience.

DAY ONE AGENDA:

- ✓ Introduction – Trainers receive an overview of the Forklift Training Systems’ approach to training. Trainees introduce themselves and discuss their goals for the class.
- ✓ Trainers participate in an operator training classroom session, complete with written exam and discussion. This unique experience gives the trainee a chance to see quality training conducted with a high level of expertise and professionalism, from which they can model their future training.
- ✓ Trainers present information from their own facility and forklifts, for the benefit of the group. Open discussion of strengths and weaknesses from each location’s completed “Plant Safety Inspection Report.” Discussion of how to prioritize and correct current problems.
- ✓ Motivating People Towards Safe Behavior - View video and discuss the physical and emotional affects accidents have on workers, families, coworkers and companies.
- ✓ Hands on Evaluations – Discussion on practice operation for new operators and conducting pass/fail hands-on driving evaluations with various equipment types and applications.
- ✓ Attendees will accompany the instructor out into your facility; where the group will conduct a material handling safety “walk around,” looking for forklift and pedestrian safety improvements.

DAY TWO AGENDA:

- ✓ OSHA and legal issues surrounding forklift training including:
 - Review open book test on the OSHA forklift standard.
 - OSHA forklift standard, General Duty Clause & Letters of interpretation.
 - Safety audits – Identifying and removing material handling hazards.
 - Risk management, protecting yourself and your company.
 - Site and equipment specific training requirements.
 - Certification requirements and recommended policies.
 - Supervision, discipline and positive rewards for operators.
 - Personal liability for supervisors and trainers.
- ✓ Teaching pedestrians how to work safely around forklift operations.
- ✓ Tips for organizing and conducting great training with a discussion of what works and doesn’t, as it applies to adult learning.
- ✓ Review of resources provided to trainers and ongoing support from our company. How to utilize the OSHA web site effectively for research and information.
- ✓ Wrap up, final questions and class evaluation forms for those not attending day three.

OUR TRAIN-THE-TRAINER CUSTOMERS INCLUDE:

Akzo Nobel

Aleris

Ashland

Continental Building Products

DTR Industries

Eddie Bauer

Emerson Network Power

GE

Glatfelter

Kaiser Aluminum

Kellogg

Nucor Steel

Polaris

PGW

PPG

Siemens

Scotts

Whirlpool





When evaluating Train-the-Trainer programs, be sure to ask the right questions!

- How long is your class? **One day classes are too short to properly train a trainer.** With breaks and lunch many classes provide as little as 6 hours of instruction, which is barely enough time to train and operator, no less a trainer! Shortcutting the quantity of instruction creates trainers who are little more than “DVD inserters.”
- What materials do we get with your class, what materials will we need to purchase and how much will they cost? Every trainer will likely need one or more videos to use in their classes. **Don't find out the hard way, you have \$500 or more in videos/materials to purchase for your trainer to be properly equipped.** If you have several types of trucks, such as sit down, stand up reach, man up order picker and walkie pallet jacks, you will need even more materials. Be sure to ask how much they will cost or if you can even get them.
- How will you keep our trainer up to date on the ever changing OSHA standards and interpretations? This is an important question since things change all the time. How will your trainer stay up to date on the changing requirements over the next decade? **Beware of suppliers which have no formal system in place to update your trainer as time passes, as you want your trainer up to date.**
- Will our trainer expire and have to attend the course again at some point? **OSHA does not have an expiration date for trainers; if a supplier puts an expiration date on your class it is because they want your money again.** Continuing education is great for trainers, but you should not be forced into it on any particular time frame; it should be the decision of your facility and your trainer when they need an update.

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)

OSHA TRAINER REQUIREMENTS & PRICING:

OSHA Forklift Trainer's Requirements: OSHA 29CFR1910.178 (l) (2) (iii)

All operator training and evaluation shall be conducted by persons who have the knowledge, training, and experience to train powered industrial truck operators and evaluate their competence.

Additional OSHA Comments: OSHA Compliance Directive: CPL 2-1.28A

An example of a qualified trainer would be a person who, by possession of a recognized degree, certificate, or professional standing, or who by knowledge, training and experience, has demonstrated the ability to train and evaluate powered industrial truck operators.



View a video clip about our Train-The-Trainer class:

Course Description:

This action packed, two day course provides trainers with practical experience. Trainers leave with confidence; ready to return home and instruct operators, pedestrians and management on improving forklift safety. Train-the-trainer is an excellent option if you want to keep your training budget low, need extreme training flexibility, have unique equipment or significant employee turn-over. This will be the best safety course of any kind your trainers have ever taken; bar none.

Materials Included:

Each class includes one set of materials for the host site at NO CHARGE including:

- ✓ Trainer's reference binder and DVD with over 115 documents and video clips.
- ✓ Sit down rider training kit, including a 56 minute professional quality DVD.
- ✓ Narrow aisle and pallet jack training kits for stand up reach and order pickers.
- ✓ Trainer's guide, operator's guide and written tests for all above kits in pdf format.
- ✓ Refresher video for experienced operators. 11 minute DVD.

Price \$3,000 Includes up to eight trainers at your location! Our flat rate includes up to 8 trainers at your site. We will bring the class directly to your facility; saving you time, money and hassle. Don't need the full eight trainers? Invite other local companies or "sister" plants to attend and use the remaining spots. They can fill up your class and help cover your costs! All on-site classes get one set of free materials. Call us at 614-583-5749 to schedule your onsite class!

Optional -1 Day Aerial Work Platform Trainer's Class for only \$1,500

Add a third day of cross training instruction for your group on Aerial Work Platforms (Scissor and Boom Lifts). This may be the same group as your first two days of forklift instruction or a completely different group. This day includes one Aerial Work Platform trainer's kit, complete with DVD and all instructional materials.

Travel Charges:

Travel east of the Mississippi is \$1,300; travel west of the Mississippi is \$1,500. Add \$300 if day three for aerial work platforms is desired.

Don't have enough trainers for an on-site class? No problem, many companies send smaller numbers of trainers to our regularly scheduled classes in the Midwest, since they can't find this quality and quantity of instruction locally.

1 Trainer = \$750, add \$300 for aerial work platform day.

2-3 Trainers = \$700 per trainer, add \$300 for aerial work platform day.

[Register for a Midwest class](#)

OPTIONAL THIRD DAY FOR AERIAL WORK PLATFORM TRAINERS (Scissor and Boom Lifts):

Do you currently have a program in place for training aerial work platform operators? Many companies don't. Add a third day of cross training instruction for Aerial Work Platforms (Scissor and Boom Lifts) for only \$300. On site classes can add this additional day for up to eight trainers for only \$1,500.

- ✓ Aerial work platform operator training classroom session and written test.
- ✓ Hands on time with the aerial work platforms covering pre shift inspections, use of ground controls and actual operation of the lifts, depending on the needs and requests of each trainer.
- ✓ Review of aerial work platform surveys completed by each trainer.
- ✓ Cover aerial work platform regulations from OSHA and ANSI.
- ✓ Fall protection as it applies to aerial work platforms.
- ✓ Aerial work platform best practices.
- ✓ Risk management and injury statistics for aerial work platforms.





To: David Hoover
Forklift Training Systems

Subject: Quality Forklift Training

It has been my experience over the years that you get what you pay for in life. If you are looking for a free ride, there aren't any. I would say the training that Forklift Training Systems provides is much more than what we bargained for when we took the initial Train-the-Trainer, course in 2008. I personally, have many years of experience with forklift trucks and there was still more to learn.

The Forklift Training Systems team provided our company with a very comprehensive course that walked us through the class and got us involved in the training. I was very pleased with the level of professionalism that was brought to the classroom and the knowledge of the trainers. Any questions that arose after we attended the class were answered promptly by the Forklift Training Systems staff, allowing us to have the right information before instructing our operators. I had never trained on forklifts or aerial lifts before and I walked away with confidence knowing the Forklift Training Systems team would support us long beyond the classroom with their experience. I have called and relied on Dave Hoover and his trainers to answer questions long after the class in support of our own training needs.

The level of the continued support has amazed me, long past the initial purchase of their training program. In addition to the classes, their company publishes a very good newsletter that is sent monthly, by e-mail. I look forward to updates and information that I might share with my co-workers here at Crown Cork and Seal Co. I would recommend this training very highly to managers, supervisors or human resource persons as one of the "Top Notch" classes for information sharing. Forklift Training Systems has been a great resource for us.

Best regards,

Dana J. Widener
Maintenance Supervisor