



# **FORKLIFT TRAINING SYSTEMS**

## Forklift Train-The-Trainer Proposal

**(OPTIONAL DAY FOR MOBILE ELEVATING WORK PLATFORMS)**



David Hoover

President

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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 training that will both educate and inspire trainers.
- Trainer's credentials do not expire and can be used anywhere in the U.S.
- Trainers learn how to identify, prioritize and correct forklift hazards.
- Trainers receive our newsletter to keep them updated on current news.
- Trainers receive full documentation of their credentials. These credentials will benefit the trainer for the rest of their career.
- Trainers get to see how world class forklift operator training is conducted.
- Each trainer receives a reference binder and USB loaded with information.
- Show how to set up sample courses, discuss hands-on evaluations and grading.
- Includes information on counterbalance, narrow aisle reach, elevated order pickers and pallet jacks, as well as other forklift types if desired.

## 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 for them.

## TRAINER'S CLASS COMPARISON

	Forklift Training Systems	Other Providers
Are trainers tested to ensure they meet the requirements for trainers per the OSHA standard?	YES	Most provide no testing to the trainers.
Are classes conducted on a pass or fail basis to ensure trainer quality and competency?	YES	No, everyone passes, regardless of competency.
Do trainers take part in an operator training class to ensure they've seen the right way to conduct effective and inspiring training?	YES	Many providers add a few extra hours to their operator's classes and call it a trainer class.
How long is your forklift trainer's class?	18 hours in two full days.	Usually 5 to 7 hours.
Do you have an option to cross train trainers on mobile elevating work platforms (boom and scissor lifts)	YES, optional third day dedicated to MEWP's	Combination classes are very rare.
Can you bring the class to our site anywhere in the U.S if we have four or more trainers? Do you have regularly scheduled classes?	YES, nationwide coverage with both in-person and ZOOM remote classes.	Forklift dealers don't have nationwide coverage.
Can you provide a complete training kit for sit down, reach, pick and pallet jack, including all materials needed to train indefinitely.	YES, kits cost \$165. On-site trainer's classes get their kit at no charge. Updated in 2019.	Material kits can cost \$400+, be sure to ask about this in advance.
Does OSHA require periodic refresher training for trainers? Does your company put an expiration date on trainers?	NO, in both cases. You can return for a refresher but that is your choice.	Most have three year expirations, just like operators.
Do you stay in touch with trainers' after they leave the class?	YES, we send out periodic news letters.	Typically no communication at all.

## 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 a sample operator training classroom session, complete with written exam and discussion. This unique experience gives the trainee a chance to see world class training conducted with a high level of expertise and professionalism, so they can model their future training after it.
- Trainers present information from their facility survey, including an open discussion of strengths and Weaknesses and how to prioritize fixing current problems.
- Additional forklift types and their unique hazards and issues.
- Show how to set up a sample hands on evaluation course and explain how to conduct pass/fail driving evaluations. Discussion of practice operation for new operators. In person or remote walk around site audit for customer site classes.

## DAY TWO AGENDA:

- OSHA and legal issues surrounding forklift training including:
  - Review 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.
  - Discussion of personal liability for supervisors and trainers.
- Motivating people to work safely. Discuss the physical and emotional affects accidents have on workers, families, coworkers and companies.
- Teaching pedestrians how to work safely around forklift operations.
- Tips for organizing and conducting great training for adults.
- How to utilize the OSHA web site effectively for research and information.
- Review of materials provided to trainers and ongoing support from our company.
- Wrap up, final questions and class evaluation forms for those not attending day three.

**OUR CUSTOMERS INCLUDE:**

Aleris  
Ashland  
Associated Materials  
C&W (Amazon)  
Continental Structural Plastics  
Dexter Axle  
Emerson Network Power  
GE  
Glatfelter  
Jefferson Industries Corporation  
Kellogg  
Mobis  
Nucor Steel  
Polaris  
PGW  
PPG  
Rolls Royce  
Siemens  
Scotts  
SumiRiko  
Whirlpool





## When evaluating Forklift 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 5 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 video tape 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 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 you are getting what you need and you know the costs.

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 changing requirements over the next decade? **Beware of suppliers which have no formal system in place to update your trainer as time passes.** We stay in touch with trainers through our periodic newsletter to keep them up to date on industry trends, recent accidents and changes in the standards.

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 TRAINING REQUIREMENTS:

**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.

### 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. [Click here to see a short video about our class.](#)

### Class Materials:

Each company receives the following materials for only \$165:

- USB with over 115 documents and video clips.
- Sit down rider training kit, including a 56-minute USB.
- Narrow aisle training kit for stand-up reach and order pickers. 35-minute USB.
- Pallet jack training kit. 20-minute USB.
- Trainer's guide, operator's guide and written tests for all above kits in pdf format.
- Refresher video for experienced operators. 11-minute USB.
- Only one kit is needed per facility. Provided at no charge to any on-site classes.

## Pricing - 2 Day Forklift Trainer's Class

1 Trainer = \$750

2-3 Trainers = \$700 per trainer

Click the link below to view both in person Columbus, Ohio and ZOOM remote dates and to register for all classes class. <http://www.forkliftrainingsystems.com/training/forklift-train-the-trainer/training-dates/>

**Need 4 or more trainers? Our flat rate of \$3,000 includes up to 10 trainers at your site, including one free trainer's kit.** We will bring our class directly to your facility; saving you time, money and hassle. Don't need the full ten trainers? Invite other plants in your corporation or other local companies to attend and utilize the remaining spots. They can fill up your class and help cover your costs. Call us today at 740-763-4978 to set up an on-site class around your busy schedule. Travel charges will apply to on site classes conducted outside of Ohio. **We also offer customized, on site, ZOOM remote classes with no travel charges and no contact concerns.** Flat rate travel charges for customer site classes are \$1,500.



## OPTIONAL THIRD DAY FOR MOBILE ELEVATING WORK PLATFORM TRAINERS (Scissor and Boom Lifts):

### DAY THREE AGENDA:

Do you currently have a program in place for training mobile elevating work platform operators? Many companies don't. Add a third day and cross train your people on Mobile Elevating Work Platforms (Scissor and Boom Lifts) for only \$300 per trainer. On site classes can add this additional day for up to ten trainers for only \$1,500.

- Sample mobile elevating work platform operator training classroom.
- 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 mobile elevating work platform surveys completed by each trainer.
- Review regulations from OSHA and ANSI (recently updated).
- Fall protection as it applies to mobile elevating work platforms.
- Industry best practices.
- Risk management and injury statistics.





RE: David Hoover  
Forklift Training Systems

Dear Dave,

I wanted to take a moment to express our appreciation to you and your team. The Two-day Forklift and One-day Aerial Lift Train the Trainer class exceeded our expectations. The feedback from the participants in our group stated, "The class was the best they have ever attended." Some of the participants have been trainers for over ten years.

Your trainer was very knowledgeable and answered every question from the team. His answers were not from personal thoughts, he backed it up with standards, which placed the confidence of the team in the trainer to a higher level. I cannot express how well the trainer conducted the training and how he managed the time. This is not my first time working with Forklift Training Systems. Each time, with two different instructors, proved to be second to none. Thank you for a job well done!

Sincerely,  
Bryan Webb  
Associate Director, EHS  
PaperWorks Industries