

# Pallet Truck

## 1 Day Course

### OVERVIEW

To teach the new operators to prepare, safely operate and maintain this type of machine  
On completion of the course the operators will know:

- Their statutory duties under the Health & Safety at Work Act 1974
- The machine identification, terminology and daily maintenance
- The safety aspects relating to the safe operation of this type of machine
- The effect of load size, weight, gradients and ground conditions upon machine stability

### COURSE CONTENT

- **Statutory Requirements:**
  - The Health & Safety at Work Act 1974
  - Section 2 General Duties of Employers
  - Section 7 & 8 General Duties of Employees
  - The Powers of the Inspectorate
  - The Provision & Use of Work Equipment Regulations 1998 (an overview)
  - The Lifting Operations & Lifting Equipment Regulations 1998 (an overview)
- **Introduction of the Forklift:**
  - Identification of Controls
  - Identification of Parts
  - Identification of Instruments
- **Daily Inspection take over and Maintenance:**
  - Daily checklist
  - Daily maintenance
  - Vehicle condition
  - Hydraulic condition
- **Refuelling Procedures:**
  - Battery powered
- **Operational Procedure:**
  - Practical Introduction to Equipment
  - Pre – ops and take over Checks
  - Battery Care
  - Controls and Instruments
  - Moving off and Stopping
  - Steering
  - Use of Hydraulic Controls
  - Ergonomics & Correct Lifting Techniques
  - Handling Empty & Loaded Pallets
- **Basic Operations Skills Test:**
  - Pre – Use checks
  - Practical Test of Basic Skills Test
  - Associated knowledge Examination

### WHO WILL BENEFIT

The employees who are required to operate the Forklift Truck

### DETAILS

Delegates should attend the correct course regarding the level of experience they have.

### PPE REQUIRED

High Vis Jacket, Hard Hat, plus site specific PPE

Maximum No. of Delegates: 2/3