

# Very Narrow Isle (VNA)

## 4-5 - Day Novice / 2-3 Days Refresher/ 1 Day Assess & Test

### OVERVIEW

To teach the new operators to prepare, safely operate and maintain this type of machine (man up or man down)  
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)  
Code of Practice L117
- **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  
Gas powered  
Petrol or Diesel powered
- **Centres of Gravity and Load Stability:**  
Load Centres  
Causes of Instability
- **Daily Inspection take over and Maintenance:**  
Personal Safety  
Parking of the forklift  
Overloading
- **Emergency Procedures:**  
Accident involving fire  
Personal injury
- **Safe Driving Procedures:**  
No load condition  
Loaded condition
- **Load Handling:**  
Stacking  
Weight of load – Weight assessment  
Security of loads
- **Practical:**  
Truck familiarisation  
Daily checks and daily maintenance  
Truck operation, no load condition  
General operative trainer driving & course tests  
Operators safety code  
Code of Practice for fork truck operators

### 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**