

Fork Lift

NORTH DAKOTA SAFETY COUNCIL, INC. - PROGRAM EVALUATION FORM

CONTRACTOR NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

**Forklifts**

ITEM NO.	CITATION REFERENCE	DESCRIPTION	Y	N	GUIDANCE / INSTRUCTIONS
<b>FORKLIFTS</b>					
1	1910.178 (l) Training	Does the program specify only trained and certified operators, including supervisors, are allowed to operate the device? Are there more than one type and brand of devices present, and are these addressed?			Employer is required to certify all authorized employees regarding competency on all types of equipment.
<b>Comments / Location:</b>					
2	1910.178 (l) (2)(ii)	Does the written training programs include both formal instruction, practical training and operator evaluation in the workplace? Are there forms included that are used for these purposes?			Formal instruction includes lecture, discussion, interactive computer learning, videos, and written materials. Practical training involves instructor demonstrations and trainee exercises. Operator evaluation - critiques required.
<b>Comments / Location:</b>					
3	1910.178 (l) (2)(iii)	Who conducts the training? Is he/she knowledgeable, experienced and capable of competency evaluation? How is this documented?			All trainers must have the knowledge and ability to teach and evaluate operators.
<b>Comments / Location:</b>					
4	1910.178 (l)(3)	Training Program Content: Does the training program content list all minimally-required items (23 items), including load capacity, instructions, distance, differences between cars vs. PITs, refueling/recharging, ramps, visibility, balance/counterbalance., etc.?			Listing includes operating instructions, controls, capacity/stability, refueling, load stability, etc.
<b>Comments / Location:</b>					
5	1910.178 (l) (4)(ii)	Does the program address mandatory refresher training?			Unsafe operations, accident, different vehicle type, changes in conditions.
<b>Comments / Location:</b>					
6	1910.178 (l) (4)(iii)	Does the program address re-certification?			Required every 3 years.
<b>Comments / Location:</b>					
7	1910.178 (l)(6)	Is a sample of the certification provided?			Employer certification must include operator name, training date, evaluation date, and trainer/evaluator name.
<b>Comments / Location:</b>					
8		Does the program address daily operator inspections? Is a copy of the form included?			Operators must ensure vehicle is safe prior to operating.
<b>Comments / Location:</b>					

Fork Lift

9	19210.178 (k)(1)	Does the program require the operator to verify trailer chocks, supports, and dock plates prior to loading/unloading?			Trailers must be chocked and secured.
<b>Comments / Location:</b>					

EVALUATED BY:

\_\_\_\_\_

REVISED 05/10/01

NDSC

**Auditor Comments:**

- Item 1 \_\_\_\_\_
- Item 2 \_\_\_\_\_
- Item 3 \_\_\_\_\_
- Item 4 \_\_\_\_\_
- Item 5 \_\_\_\_\_
- Item 6 \_\_\_\_\_
- Item 7 \_\_\_\_\_
- Item 8 \_\_\_\_\_
- Item 9 \_\_\_\_\_

**Audit Reference:**

\_\_\_\_\_

Disclaimer: The information contained in these forms, questionnaire and monitoring procedures is provided as written guidance to assist contractors in complying with the OSHA regulations and/or operator requirements. NDSC, the operators who participated in the development of this program and their employees disclaim all warranties both express and implied. The information presented here will give contractors a reference document, which should be used as guidance or as a "first step" towards getting your company into compliance. This monitoring program is based on sound safety and environmental concerns. We urge contractors to view their OSHA and DOT compliance efforts as a way to make their workplace safer for their employees.  
Each contractor is still responsible for full compliance of all applicable State and Federal regulations.