



ST BERNARD'S  
SAFETY TRAINING CENTRE

## **Fork Lift**

**Suitability:** This course is suitable for anyone who would like to learn the safe principles of professionally operating a Fork Lifter. It provides clear informational updates that constantly take place in the industry about its safe operation. This course is also suitable to renew an existing Fork Lift qualification

**Validity of Certificate:** 3 years

**Course Duration:** 1 day

**Course Assessment:** At the end of the Fork Lift course, participants are assessed by a multiple choice assessment sheet to assess understanding of main topics and any weaknesses are addressed to by the tutor

**Course Practical:** For Fork Lift courses held on-site, at the end of the theory part of the course, participants are required to drive and practice stacking and de-stacking principles with a fork lift

**Certification:** Upon successfully completing the Fork Lift course, each participant will be awarded with a certificate of competence

**St Bernard's Safety Training Centre is qualified from The Independent Training Standards Scheme & Register (ITSSAR) of UK, to conduct Access Equipment and Machinery Training courses**

The Fork Lift course is made up of 5 sections, which are:

### ***Introduction to Fork Lift Operations***

1. Fork Lift Operations in the Industry
2. Fork Lift Accidents
3. Consequence of Accidents
4. Do's & Don't

### ***Health & Safety Legislation***

5. Local Legislation & Regulations
6. Employer's Legal Requirements
7. Employee's Legal Requirements
8. Risk Assessing of Various Tasks
9. The Importance of Training

### ***Safety Procedures of a Fork Lift Truck***

10. The Stability Triangle
11. Pivot & Fulcrum Points
12. Capacity Plate
13. Stability
14. Rear-End Swing
15. Fork Lift Truck Pre-Use Checklist
16. The Importance of Compiling & Filing of the Daily Pre-Use Inspection Checklist
17. Procedures for Reporting Faults

### ***Re-fuelling Procedures***

18. Charging of Battery
19. Re-fuelling of Petrol & Diesel
20. Replacement of Gas Cylinder

### ***Operating the Fork Lift Truck***

21. Starting Procedure of a Fork Lift Truck
22. Travelling & Parking Position of a Fork Lift Truck

23. Stacking & De-Stacking from Different Levels

24. Loading & Unloading of Goods from Lorries