

FORKLIFT SAFETY

OBJECTIVE

To assist employers, forklift owners and operators to minimise the health and safety risks associated with the use of forklifts in the workplace.

EMPLOYER REQUIREMENTS

The *Occupational Health, Safety and Welfare Act 1986* requires that employers provide a safe work environment, a safe system of work, and plant and substances in safe condition.

Employers have an obligation to ensure that;

- operators meet training and competency requirements before allowing them to operate forklifts.
- forklifts are fitted with overhead protective guards and loadguards to protect operators.
- forklifts are maintained in good working order and condition.
- forklifts are used in well ventilated areas.

OPERATOR REQUIREMENTS

Persons must not operate a forklift unless they;

- have evidence of being assessed as competent by a registered assessor, or
- have evidence of training and forklift operation under previous regulations, or
- are in training under the direct supervision of a competent person and have a training logbook.

DRIVING SAFELY

- If a load blocks your vision, drive in reverse using caution or have someone else guide you. Always watch out for other people and equipment.
- Do not drive with the load raised. Remember stability and carry loads as close to the floor as is practicable.
- Only handle loads within the rated capacity of the forklift. Never lift a load if you are unsure of its weight. Check load weights and always be sure of the position of the load centre.
- Never lift a load above people or allow anyone to stand under raised forks.
- Never use a forklift without a load backrest and overhead guard.

- Watch rear-end swing. Use care in aisles and other tight places. Remember the rear end swings wide when the forklift turns.
- Watch clearance above and at each side of the forklift.
- Keep hands and feet clear of the mast assembly. Never reach through the mast for any reason.
- Always drive at a safe speed and watch out for slippery or uneven ground or other dangerous conditions.

RULES TO REMEMBER

- Carry out pre-operating checks before driving.
- Never allow passengers to ride on a forklift.
- Report any faults or defects to your supervisor.
- Never make unauthorised repairs or modifications to a forklift.
- When changing LPG cylinders or refuelling:
 - change cylinders in well-ventilated areas
 - turn off the ignition
 - do not smoke or operate near naked flames
 - check for any leaks
 - check all connections and cylinder clamps
 - return empty cylinders to storage area.

REFERENCE

Australian Standard

AS 2359.2 Powered industrial trucks (operation)

FURTHER INFORMATION

Australian Standards

Standards can be purchased from SAI-Global

Tel 131 242

Website www.saiglobal.com

SafeWork SA

GPO Box 465

ADELAIDE SA 5001

Tel. 1300 365 255

(If calling from a mobile phone or from interstate tel. (08) 8303 0400)

Website www.safework.sa.gov.au

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