STANDARD OPERATING PROCEDURE

FORKLIFT TRUCK - GAS

ONLY TRAINED PERSONNEL
AUTHORISED TO OPERATE THIS MACHINE

Identified Hazards			
• Instability	• Falling from Moving Vehicle	• Sprains & Strains	• Gas Leaks
• Rollover	• Excess Speed & Stopping Distances	• Slips, Trips & Falls	• Pedestrians

Personal Protective Equipment Requirements to Operate

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Other | Additional PPE Requirements:

Operating Instructions

Pre-Operational Safety Checks

- Inspect the forklift for any obvious damage, operational functionality and wear including seat belt / safety restraints, brakes, lights, horn etc.
- Know the Safe Working Load of the forklift. Check the capacity data plates. The SWL reduces as the mast is tilted forward.
- Lifting forks in sound condition and centred either side of the mast
- Tyre pressures. Never drive with flat or under-inflated tyres

Operational Safety Checks

- Do not use engine-powered forklifts in poorly ventilated areas.
- Always be on the lookout for pedestrians. If approaching a blind corner, use horn and drive slowly.
- Do not allow any person to ride on the forks or forklift unless designed to seating provided.
- Ensure that the lifting tines are secure into the pallet and the load is stable before lifting or driving.
- Be careful of ceiling clearance or overhead obstructions when raising the mast
- Do not lift load with the mast tilted forward. Put heavy end of the load against load backrest
- Never travel with the load elevated as it restricts vision. If necessary have someone guide you.
- Do not travel with forks raised or reach mechanism extended.
- Slow down when changing direction or on wet or greasy surfaces. Avoid harsh braking, especially when carrying a load & do not attempt to turn on an incline or sloping surface.
- Do not leave forks elevated when forklift is unattended.
- Do not exit from a forklift while the engine is running unless the transmission is in park position and the parking brake is effectively engaged.
- If LPG, be vigilant for gas leaks and only licensed gas fitters may repair and/or replace parts.
- When stopping the forklift:
  - Park on even ground and lower the forks to the ground.
  - Shift the gear selector to park position and apply the parking brake.
  - Turn off the ignition and remove the keys.

REFER TO THE MANUFACTURER'S OPERATIONAL MANUAL FOR FULL SAFETY REQUIREMENTS