



Essential Checklist for Forklift Safety



Pre-operational Inspection

Check Fluid Levels: Oil, hydraulic fluid, and coolant.

Tire Condition: Look for wear and proper inflation.

Fork Condition: Check for cracks or bends.

Brakes and Steering: Ensure they are responsive.

Safety Devices: Horn, lights, and seatbelt functionality.



Operator Training Certification

Certified Training: Ensure all operators are certified.

Regular Refreshers: Conduct periodic training updates.

Knowledge Test: Perform regular competency checks.



Safe Operating Practices

Load Handling: Always check load weight and balance.

Speed Limits: Adhere to speed limits within the warehouse.

Clear Pathways: Keep travel paths free of obstacles.

Visibility: Ensure the operator has an unobstructed view.



Maintenance and Repairs

Regular Maintenance: Follow manufacturer's maintenance schedule.

Report Issues: Immediately report and address equipment malfunctions.

Qualified Technicians: Ensure repairs are done by certified technicians.



Warehouse Layout and Traffic Management

Defined Routes: Clearly mark forklift travel paths.

Pedestrian Zones: Separate pedestrian areas from forklift zones.

Signage: Use clear and visible signs for traffic control.



Emergency Procedures

Emergency Stops: Know the locations of emergency stop buttons.

First Aid: Ensure first aid kits and trained personnel are available.

Evacuation Plan: Have a clear and practiced evacuation plan.



Fleet Management/Monitoring

Regular Inspections: Conduct fleet-wide inspections regularly.

Telematics Systems: Use monitoring systems for real-time data.

Usage Logs: Keep detailed logs of forklift usage and issues.