


Job Safety Analysis Form

Picture of task/equipment:	Task:	Driving a forklift
	Name of Shop or Dept:	
	Job Title(s):	
	Analyzed by:	
	Date:	


Required PPE:

Non-slip work shoes



Required/Recommended Trainings:

Forklift operator (3yr certification)

TASK	HAZARDS	CONTROLS
<p>Driving a Forklift</p> 	<p>Concussion Whiplash Laceration Contusion Trauma</p>	<ul style="list-style-type: none"> ❖ Always wear a seatbelt when operating a forklift and always operate the forklift from the operator's seat. ❖ Slow down for turns, uneven or slippery surfaces. ❖ Watch for clearances for forks, mast, guards and swing radius. ❖ <u>When traveling with an empty load:</u> <ul style="list-style-type: none"> ➤ Travel with the lifting mechanism slightly raised off the ground, keep vision clear ➤ Travel with the lifting mechanism in front of you when traveling down hill ❖ <u>When traveling with a weighted load:</u> <ul style="list-style-type: none"> ➤ Make sure forks are spaced as far as load permits ➤ Loads should be evenly and securely stacked. ➤ Never handle loads that are higher than the load bracket. ➤ Avoid any sudden stops, starts, turns or changes in direction. ➤ Never angle or turn on an incline ➤ When traveling uphill, always have the load in front of you. ➤ Never exceed rated capacity. ➤ Keep clear view of travel path, if load is blocking view then travel with load behind you.