



Greater Houston
Chapter

Toolbox Talk

Forklift Safety

Company Name _____

Speaker Name/Job Title _____ Date _____

Much of the equipment in use on construction projects can create dangerous conditions for construction workers. You know that a few of these conditions are present at all times -- any piece of moving equipment should be respected.

Working around Forklifts

- When working around a forklift keep a sharp lookout -- DON'T DEPEND on the lift operator being able to see you
- DON'T DEPEND on hearing a horn or back-up alarm as surrounding noise may prevent this.
- When a forklift is traveling backwards, the operator usually cannot see you, SO STAND CLEAR!

Forklift Operators

- As an operator of one of these mobile lifting machines, be sure you are familiar with the manufacturer's operating instructions.
- Prior to starting the equipment give it a quick look once over.
- Check the engine oil level, radiator water level and the fuel level. Look at the tires; check both the parking and service brakes. Check the hydraulic lines for leaks and test the horn.
- When traveling from point to point never speed. A 'jack rabbit' start or stop may cause an accident.
- When carrying a load always face the destination of travel and keep a sharp look out for low overhead obstructions.
- Never allow co-workers to ride on the forks.
- Never attempt to pick up more than the rated capacity of the machine.
- Wear the seat belt if one is provided.
- When picking up a load try to place the forks so the load is square, and make sure the material that you are carrying is secure and won't fall off during travel.
- Unless the forklift is designed for off-road use, never take it off the road.
- ***Only trained operators should operate the lift. An untrained operator is a danger to all those working in the area.***

General Safety

- As with any other piece of equipment, never smoke during refueling.
- Avoid working around low electrical lines.

- Should you ever have a question about a forklift, ask your supervisor. A forklift is a piece of equipment especially designed to help you with your work -- don't let it be a source of an injury -- treat it with respect.

ALWAYS SHUT OFF ALL POWER CONTROLS WHEN LUBRICATING OR PERFORMING ANY MAINTENANCE.

Further Safety Recommendations by Meeting Attendees

1) _____

2) _____

3) _____

Meeting Attended By:

1) _____

2) _____

3) _____

4) _____

5) _____