



## Operator Training for Rough Terrain and Warehouse Forklifts

Trainer Name \_\_\_\_\_

Trainee Name \_\_\_\_\_

Employer \_\_\_\_\_

### In the Classroom: W-warehouse forklift R-rough terrain forklift

W R

☐ ☐ Formal training, including video, discussion, tests

Trainer initials \_\_\_\_\_ Date \_\_\_\_\_

☐ ☐ Operating instructions, warnings, precautions  
☐ ☐ Differences between forklift and automobile  
☐ ☐ Forklift controls  
☐ ☐ Engine operation  
☐ ☐ Steering and maneuvering  
☐ ☐ Visibility

W R

☐ ☐ Fork operation and limitation  
☐ ☐ Vehicle capacity  
☐ ☐ Vehicle stability  
☐ ☐ Inspection and maintenance  
☐ ☐ Refueling and/or battery charging  
☐ ☐ Operating limitations

### On the Equipment: W-warehouse forklift R-rough terrain forklift

W R

☐ ☐ Pre-operation inspection

Trainer initials \_\_\_\_\_ Date \_\_\_\_\_

W R

☐ ☐ Function test

W R

☐ ☐ Evaluation of trainees ability to operate equipment

☐ ☐ Enters equipment using 3 point method  
☐ ☐ Fastens seat belt  
☐ ☐ Sets parking brake, controls in neutral before starting  
☐ ☐ Familiarizes with controls before moving  
☐ ☐ Checks surroundings for hazards, obstacles, and personnel before moving  
☐ ☐ Can maneuver forklift around obstacles  
☐ ☐ Can correctly pick up load using the boom, inserting forks all the way, securing the load  
☐ ☐ Deposits load smoothly, backs out forklift.  
☐ ☐ Proper shut down method, lowers forks, set parking brake, shuts off engine.  
☐ ☐ Exits lift with 3 point method.

### For the Employer:

W R

☐ ☐ Certify that the operator has been trained and evaluated

Supervisor \_\_\_\_\_ Date \_\_\_\_\_

W R

☐ ☐ Train operator on company forklift policies

Supervisor \_\_\_\_\_ Date \_\_\_\_\_

W R

☐ ☐ Familiarize operator on specific equipment used

Supervisor \_\_\_\_\_ Date \_\_\_\_\_

W R

☐ ☐ Ensure reevaluation when the operator is observed to be unsafe, When new equipment is introduced or when the conditions at the work site change.

Supervisor \_\_\_\_\_ Date \_\_\_\_\_