AIRCORPS AVIATION

Forklift Training Record

☐ Initial Certification ☐ Refresher Training

Instructor: Date:

Presentation Material: Discussion, written test and skills evaluation

Topics Covered:

Truck Related Topics

1. Operating instructions, warnings, and precautions for our type of truck	2. Differences between the truck we use and an automobile.
3. Truck controls and instrumentation; where located, what they do, and how they work.	4. Motor operation
5. Steering and maneuvering	6. Visibility (including restrictions due to loading.)
7. Fork and attachment adaptation, operation and use limitations	8. Vehicle capacity
9. Vehicle stability	10. Vehicle inspection and maintenance the operator is required to perform
11. Refueling/or charging and recharging batteries	12. Operating limitations
13. Other operating instructions, warnings, or precautions listed in the operator's manual of the truck the employee is being trained to operate.	

Workplace Related Topics

1. Surface conditions where our truck is to operate	2. Composition of loads carried and load stability
3. Load manipulation, stacking, and unstacking.	4. Pedestrian traffic in areas where the vehicle will operate
5. Narrow aisles and other restricted places where the truck will operate	6. Hazardous (classifications) locations where the vehicle will operate
7. Ramps and other sloped surfaces that could affect the vehicle's stability.	8. Closed environments and other areas where insufficient ventilation or poor vehicle maintenance could cause a buildup of carbon monoxide or diesel exhaust
9. Other unique or potentially hazardous environmental conditions in the workplace that could affect safe operation.	

The following employees received training on the above information:

Name (Print)	Signature	Department
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

Instructor Signature:_____**Date:**_____