



# FORKLIFT RISK CHECKLIST

DATE :

NAME :

COMPANY/SITE :

Forklift operations may carry a risk of incidents which can result in injury or costly damage to equipment, infrastructure, and goods. Help reduce risk by working through the checklist below. It will help identify what steps you may need to take to avoid the most common forklift incidents in your operations.

## RISK 1. COLLISIONS

Your warehouse space should be designed to avoid collisions

- Are measures in place to separate vehicles and pedestrians?
- Do you have collision protection at required locations? (e.g. barriers, safety rails, bollards)
- Are there spacious parking areas with clear markings?
- Do you have both operator and pedestrian training in place?

## RISK 3. FALL FROM A HEIGHT

Operator, supervisor, and manager training can help minimise risk

- Is your team's training up to date and compliant?
- Have your team been trained on proper use of ladders, scaffolding, or aerial work platforms, if required? (People should never be raised with a forklift)
- Is PPE being worn that is appropriate to the task?

## RISK 5. FORWARD TILT

Correct operation and supervision is key

- Are operators adhering to the forklift's maximum load?
- Are loads being stacked correctly, with the weight evenly distributed?
- Are operators trained in best practice, such as to never start moving a load with the forks raised?

## RISK 7. TECHNICAL MALFUNCTION

Your Hyster® dealer can support with service and maintenance requirements

- Have your forklifts been regularly maintained?
- Are operators conducting and recording pre-use checks in line with local regulations?
- Have you conducted regular audits of your fleet?

## RISK 2. FALLING LOADS

Your site should be suitably adapted to accommodate forklift traffic

- Are your forklift lanes wide and well-marked?
- Are operators able to avoid sharp turns?
- Are safety rails necessary in any locations?
- Are you using PPE such as high-vis vests to support visibility?
- Do you need other visual indicators, such as Pedestrian Awareness Lights?

## RISK 4. TIPPING OVER

Your site layout is key to reduce risk

- Are your traffic lanes wide enough to support safety?
- Are operators able to work avoiding sharp bends, steep slopes or fast corner turns?
- Does your site have enforced speed limits? (a forklift speed limiter can help enforce this)
- Are your lift truck operators using seat belts correctly?
- Have you considered whether operator assistance systems that may help operators reduce the risk of tipovers would be useful in your application?

## RISK 6. PHYSICAL INJURIES

Both operators and pedestrians are at risk of physical injury in forklift operations

- Is there enough free space around the lifting equipment to stop pedestrians getting too close?
- Are operators keeping arms and legs inside the forklift cab during operation?
- Are operators exiting the forklift backwards (facing the cab) every time?

These are just a few of the considerations for supporting safety processes within your forklift operations. For more advice and solutions, speak to your local Hyster dealer.