# TOOLBOX TALKS

## LIFT TRUCK SAFETY

Toolbox Talks are designed to promote safety discussions and best practices on the jobsite. To see more Toolbox Talks, please visit cat.com/toolboxtalks.

The following Toolbox Talk is intended to give a general overview of the most common safety hazards and controls related to lift trucks (other names include fork trucks, forklifts, hysters and others). It is not intended to address all safety hazards and controls. Always read and understand the Operation and Maintenance Manual (OMM) before operating the first time.

## LIFT TRUCK SAFETY TIPS:

- ☑ **Inspect the hydraulic hoses for leaks and wear.** If a hose were to fail while lifting, the load could fall and cause serious injury or death
- ☑ **Never overload the forks.** All lift trucks have a rating plate located somewhere near the seat or fueling point on the machine. Identify it and understand the rated capacities. If the rear tires come off the ground due to overloading, steering and braking with be jeopardized
- ☑ **Lower the forks to the ground when not in use** to prevent tripping hazards
- ☑ **Operate the lift truck in reverse** if the load prevents a clear line of sight looking forward
- ☑ If operating on a slope, make sure the load stays tightly against the mast
- ☑ Operate the lift truck with the forks as close to the ground as possible. The important aspect here is to **keep the center of gravity as close to the ground as possible** to take advantage of counter-weights in the lift truck and avoid inadvertent tipping
- ☑ **Inspect ground conditions** at all times to avoid holes and uneven terrain
- ☑ Before refueling or changing propane tanks, make sure valves are closed and secured to **avoid inadvertent fuel splashes** to the eye and skin
- ☑ **Wear the seat belt and do not leave the cab of the lift truck if it starts to tip.** Lift trucks can tip in an unpredictable manner due to their shape and disproportional weight. The most serious lift truck accidents occur when operators try to leave the machine while it's tipping over

## QUESTIONS TO GENERATE DISCUSSION

- Why is it important to travel with the load as close to the ground as possible?
- If the lift truck starts to tip, what should you do? Why?

**Discussion Date:** _____

**Employee Participants:**

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**There are a lot of moving parts on the jobsite. To find a safety topic relevant to your operation, please visit cat.com/toolboxtalks.**

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