

# SAFETY

## AND COMPLIANCE

### SAFE FORKLIFT OPERATIONS

Forklift accidents are the leading cause for injury and damage in a warehouse operation. Forklifts are an inherently dangerous piece of equipment. They must be respected and utilized cautiously by the operator. **DO NOT BECOME A FORKLIFT INJURY STATISTIC!** Use the rules below to protect yourself and your team.

#### Reminders on how to help prevent forklift incidents:

- **ALWAYS** face your direction of travel; if you need to look away, for any reason **STOP THE LIFT FIRST**
  - Several recent serious injuries were caused due to a driver not looking in the direction they were traveling
- **ALWAYS** maintain at least 3 forklift lengths of separation when driving behind another forklift
- **ALWAYS** operate a forklift at a safe speed for the warehouse floor
- **ALWAYS** ensure your load is stable and secure
- **ALWAYS** ensure your forks or clamps are low when not in use
- **NEVER** disable or block any safety devices installed by the manufacturer
  - If there is a concern, it should be immediately communicated to the Facility Leader and Corporate Safety
- **ONLY** drive in areas of the facility designated for forklift traffic
- When approached by a pedestrian, take the following steps:
  - Lower forks or clamps
  - Shut off forklift by turning key to the off position
  - Set emergency brake
  - Ensure the pedestrian maintains at least an arm's length distance from the lift
- Use your horn often and always when:
  - Approaching a blind spot, blind corner or doorway
  - Exiting a trailer or railcar
  - Moving from a stationary position or changing directions
  - Approaching an area where pedestrians are working

# SAFETY ALERT

POSTED BY: \_\_\_\_\_

**PLEASE POST UNTIL OCT 1<sup>st</sup> 2018**