

FORKLIFT OPERATOR EVALUATION ASSESSMENT

This form (or its equivalent) must be retained for records management for 3 years or until superseded.

Equipment Operated (make/model):					
Name of Operator:			Employee Identification#:		Date:
Signature of Operator:			Signature of Evaluator:		
YES	NO	Activity	YES	NO	Activity
<input type="checkbox"/>	<input type="checkbox"/>	Performs pre-shift checks			
UNDERSTANDS CONTROLS					
<input type="checkbox"/>	<input type="checkbox"/>	Forward/reverse	<input type="checkbox"/>	<input type="checkbox"/>	Service brake
<input type="checkbox"/>	<input type="checkbox"/>	Lift/tilt	<input type="checkbox"/>	<input type="checkbox"/>	Instrumentation
<input type="checkbox"/>	<input type="checkbox"/>	Steering technique	<input type="checkbox"/>	<input type="checkbox"/>	Attachment
<input type="checkbox"/>	<input type="checkbox"/>	Parking brakes			
TRUCK HANDLING					
<input type="checkbox"/>	<input type="checkbox"/>	Smooth starts/stops	<input type="checkbox"/>	<input type="checkbox"/>	Smooth/controlled turns
<input type="checkbox"/>	<input type="checkbox"/>	Inching/plugging	<input type="checkbox"/>	<input type="checkbox"/>	Clears obstacles safely
<input type="checkbox"/>	<input type="checkbox"/>	Approach is square	<input type="checkbox"/>	<input type="checkbox"/>	Proper maneuvering speed
<input type="checkbox"/>	<input type="checkbox"/>	Proper fork height	<input type="checkbox"/>	<input type="checkbox"/>	Looks in travel direction
DOCK EQUIPMENT/AREA					
<input type="checkbox"/>	<input type="checkbox"/>	Checks/secures dock board	<input type="checkbox"/>	<input type="checkbox"/>	Rail car wheel chocks
<input type="checkbox"/>	<input type="checkbox"/>	Checks/secure wheel chocks	<input type="checkbox"/>	<input type="checkbox"/>	Trailer/railcar brakes on
<input type="checkbox"/>	<input type="checkbox"/>	Walks trailer before entry	<input type="checkbox"/>	<input type="checkbox"/>	Nose jack in place, if required
PARKING PROCEDURES					
<input type="checkbox"/>	<input type="checkbox"/>	Lowers forks/tips on floor	<input type="checkbox"/>	<input type="checkbox"/>	Dismounts safely
<input type="checkbox"/>	<input type="checkbox"/>	Truck in neutral	<input type="checkbox"/>	<input type="checkbox"/>	Uses wheel chocks on ramps
<input type="checkbox"/>	<input type="checkbox"/>	Applies parking brake	<input type="checkbox"/>	<input type="checkbox"/>	Turns off fuel supply
<input type="checkbox"/>	<input type="checkbox"/>	Power shut off			
LOAD HANDLING					
<input type="checkbox"/>	<input type="checkbox"/>	Lift/lower technique	<input type="checkbox"/>	<input type="checkbox"/>	Proper tilt:
<input type="checkbox"/>	<input type="checkbox"/>	Load centered on forks	<input type="checkbox"/>	<input type="checkbox"/>	a) Traveling
<input type="checkbox"/>	<input type="checkbox"/>	Load against backrest	<input type="checkbox"/>	<input type="checkbox"/>	b) Pickup/placement
<input type="checkbox"/>	<input type="checkbox"/>	Smooth starts/stops	<input type="checkbox"/>	<input type="checkbox"/>	Travels with load low
<input type="checkbox"/>	<input type="checkbox"/>	Proper truck speed	<input type="checkbox"/>	<input type="checkbox"/>	Use of attachment: _____
<input type="checkbox"/>	<input type="checkbox"/>	Proper load placement	All unique or potentially hazardous environmental conditions in the workplace that could affect safe operation that are listed below have been reviewed:		
<input type="checkbox"/>	<input type="checkbox"/>	Proper fork spread			
<input type="checkbox"/>	<input type="checkbox"/>	Proper truck capacity			
SAFETY					
<input type="checkbox"/>	<input type="checkbox"/>	Uses horn as required	<input type="checkbox"/>	<input type="checkbox"/>	Keeps body parts inside truck
<input type="checkbox"/>	<input type="checkbox"/>	Wears seatbelt	<input type="checkbox"/>	<input type="checkbox"/>	Uses proper travel on ramps
<input type="checkbox"/>	<input type="checkbox"/>	Uses intersection mirrors	<input type="checkbox"/>	<input type="checkbox"/>	Stacks straight and square
<input type="checkbox"/>	<input type="checkbox"/>	Stops at major intersections	<input type="checkbox"/>	<input type="checkbox"/>	Uses proper operational speed
<input type="checkbox"/>	<input type="checkbox"/>	Yields right-of-way	<input type="checkbox"/>	<input type="checkbox"/>	Uses truck-being-loaded sign
<input type="checkbox"/>	<input type="checkbox"/>	Knows how to fuel truck	<input type="checkbox"/>	<input type="checkbox"/>	Lowers load ASAP