



FORKLIFT TRAINING SYSTEMS



FORKLIFT OPERATOR TRAINING INFORMATION

“Whatever you do, work at it with all your heart, as if working for the Lord, not for men.” Colossians 3:23

WHAT SETS OUR TRAINING APART?

- ✓ Prior to on-site classes, our instructors will conduct a forklift safety “walk through,” asking basic questions about your operations and forklifts, as well as making suggestions for safety improvement and OSHA compliance. This allows us to focus on your most important issues, help you correct any problems and eliminate coverage of topics which do not apply to your company. View the OSHA requirements at <http://www.forkliftrainingssystem.com/osha.htm>
- ✓ Hands on evaluations are ALWAYS conducted on your forklifts and in your facility. OSHA states, “Training can’t be fully completed at an off-site training center”. **In order to be OSHA compliant the hands on portion of the training MUST be conducted at your location and on your forklifts, it can NOT be conducted at a forklift dealership or other training center.**
- ✓ Forklift training is our core business, not something we do “on the side.” We take pride in our instructors’ knowledge, in the quality of our programs and in the results we achieve. You won’t find us relying on a video tape to teach the class; our trainers will make a difference in how your people feel about working safely!

STANDARD TRAINING FEATURES

- ✓ We retain and back up your certification records electronically. If you ever lose them or need them replaced, we have you covered.
- ✓ We provide continuing support and consultation via phone and email at no charge. If you have a forklift safety question, we’ll get you the answer!
- ✓ We use pictures and video clips of real forklift accidents to help prevent similar situations at your site. Our training is both realistic and relevant.
- ✓ We can include specific instruction for your sit down rider, stand up reach, elevated order picker, pallet jack and more. Each type of lift gets its own classroom instruction, written test and hands-on evaluation as required by OSHA.
- ✓ Monthly forklift safety newsletter covering current topics and accidents.

SAMPLE TRAINING OUTLINE

- Introduction, outline, and provisions for practice operation
- Lift truck injury and fatality statistics
- Introduction to OSHA standard
- Benefits of training
- Knowing your forklift & the importance of reading the operator's manual
- Forklift vs. auto (differences)
- Basic design principles of electric and/or internal combustion, counterbalanced riders
- Basic parts of a forklift and samples of typical controls
- General safety warnings commonly found on many units
- The stability triangle
- The center of gravity
- Forklift stability
- Load centers
- Reading and interpreting the forklift data plate
- Adverse surface and floor conditions
- Pedestrian safety
- Load composition and stability
- Load handling
- Causes of forklift accidents, including sample accidents
- Basic operational issues (various OSHA required topics)
- Traveling rules
- Damage to forklifts and facilities
- Parking
- Ramp, slope, incline operation
- What to do in a tip over
- Seatbelt issues
- Braking methods
- Trailer loading, unloading, inspection, etc.
- Proper fueling procedures
- Personal protective equipment
- Pre-shift inspections
- Safety equipment (alarms, strobes, etc.)
- Fueling procedures and precautions

NOTE: We customize our on-site class outline to reflect only those topics which apply to each customer's site and specific equipment. Other topics such as railcar loading, use in elevators, etc. are available upon request. It is your responsibility, as the employer, to provide the forklift operator's manuals to your operators and ensure they have read them, as well covering as any site specific policies which might exist.

OUR CUSTOMERS INCLUDE:

AICHI FORGE USA
ALERIS
BATESVILLE PRODUCTS
BALL CORPORATION
CARGILL
COCA-COLA
CUMMINS
DOT FOODS
DTR INDUSTRIES
GE AVIATION
KAISER ALUMINUM
KELLOGGS
KENWORTH
LAFARGE
NUCOR STEEL
THE OHIO STATE UNIVERSITY
THE BUILDERS EXCHANGE OF CENTRAL OHIO
PACKAGING CORPORATION OF AMERICA
PPG
ROLLS ROYCE ENERGY SYSTEMS
SCHNEIDER ELECTRIC
SCOTTS

OUR DEALER PARTNERS INCLUDE:

Burns Industrial Equipment (Cleveland/Akron/Canton)
Central Ohio Forklifts (Central Ohio)
Harr's Forklift Service (Central Ohio)
Hull Lift Trucks (Indiana/Michigan)
Hy-Tek Material Handling (Ohio/Kentucky)
JRC Toyota-Lift (Central Ohio)
KMH Systems (Dayton)
Straight Up Equipment (Central Ohio)

FORKLIFT TRAINING SYSTEMS HAS SATISFIED CUSTOMERS IN ALL 50 STATES!

EXAMPLES OF SITE SPECIFIC PROBLEMS



EXAMPLES OF LIFT SPECIFIC INFORMATION



Truck Weight	4080 kg (8990 lb)		Back Tilt	5 Degrees
Tire	<u>Front</u>		<u>Rear</u>	
Size	21x7x15 Cushion		16x5x10.5 Cushion	
Pressure	---		---	
Tread Width	890 mm (35.07 in)			
MAXIMUM CAPACITY	Load Height	Load Center		
	Dim. A	Dim. B	Dim. C	
2040 kg (4500 lb)	4800 mm (189 in)	610 mm (24 in)	610 mm (24 in)	
2110 kg (4650 lb)	4350 mm (171.3 in)	610 mm (24 in)	610 mm (24 in)	



TRAINING VENDOR COMPARISON

	Forklift Training Systems	Other Vendors
Conduct on-site survey in advance of the training to determine your strengths and weaknesses and also your training needs.	YES	No advance knowledge of customer site or equipment
Make recommendations for improving forklift safety and OSHA compliance.	YES	They just do the class
Use a strict pass/fail format to ensure only competent operators are passed.	YES	Low standards to pass
Training is the core business for the company.	YES	For many selling & servicing forklifts is most important & training takes a back seat
Total number of trainers.	5	Most have a single part-time trainer at most
Provide documents in electronic format for easy recordkeeping and fast access.	YES	Most use paper format
Reminder sent to you before the three year mark when re-evaluation is required by OSHA.	YES	No reminder
Forklift expert witnesses on staff with extensive forklift legal related knowledge.	YES	Not qualified to discuss possible legal exposures

NOT ALL TRAINING IS CREATED EQUAL

It's unwise to pay too much, but it's worse to pay too little. When you pay too little you sometimes lose everything, because the thing you bought was incapable of doing the thing it was bought to do. The common law of business balance prohibits paying a little and getting a lot – it can't be done. If you deal with the lowest bidder it is well to add something for the risk you have run, and if you do that you will have enough to pay for something better. John Ruskin (1819-1900)

OPTION 1: TRAINING AT YOUR LOCATION

Course Description:

This class is for companies who need six or more employees to be formally trained to operate a forklift. This is the perfect class if you have new operators and want to ensure they have proper training according to OSHA 29CFR1910.178. If you have existing operators, but are unsure of the quality and content of their past training or are missing their paperwork, this is the right class for them. If they were certified through a prior employer, or if they were trained prior to OSHA's training update in 1999, this would also be your best choice for training. The class includes approximately four to six hours of classroom instruction (depending on truck types and application), written testing, as well as hands-on evaluations for each type of forklift. We are experts at working around busy schedules and will find a days and times which work for your facility. The pre-training "walk through," classroom instruction, hands-on evaluations and the OSHA required follow up paperwork for each trainee are included in the cost of your training. Our instructors bring to life the realities of what can happen when forklifts are not operated safely. Your operators will leave with a new appreciation of the importance of their job to others lives and their own.

OPTION 2: CLASSROOM AT OUR TRAINING CENTER WITH HANDS-ON EVALUATION AT YOUR FACILITY (CENTRAL OHIO ONLY)

Course Description:

This is the perfect option for companies with only a few operators or if you just hired a person and need to get up to speed on a timely basis. This, approximately four to six hour classroom session, is conducted on a regular basis in Columbus, Ohio and on an "as requested" basis in other areas. After the class, we will set an appointment for traveling to your location to

conduct a hands-on evaluation on your forklift(s). You can view upcoming Columbus, Ohio dates and register operators on our web site at:

Central Ohio Dates:

<http://www.forklifttrainingsystem.com/training-dates.htm>

Central Ohio Registration:

<http://www.forklifttrainingsystem.com/training-registration/>

OPTION 3: RE-EVALUATION

Course Description:

Our re-evaluation class is geared towards companies with operators who have already been properly certified at your company and are in need of re-evaluation per OSHA 29CFR1910.178, which requires a re-evaluation at least every three years. This course consists of approximately one hour of classroom instruction, with hands-on evaluations immediately following. Topics such as operator focus and pedestrian safety, along with real life accident pictures and video clips, will remind your operators about the consequences of unsafe actions. It will get the attention of your experienced operators who already know “how to” operate safely, but may not be applying that knowledge every day on the job.

PRICING

NOTE: We do not list our training prices on line. For pricing please contact us directly. We offer training only to companies, we do not supply training to individuals looking to become forklift operators on their own.

Contact Dave Hoover at 740-763-4978 or dhoover@forklifttrainingsystem.com for pricing in Central/Northern Ohio and all other states except for Indiana and Kentucky.

Contact Dick Evans at 513-519-6947 or devans@forklifttrainingsystem.com for pricing in Indiana, Kentucky and Cincinnati/Dayton Ohio areas.

When contacting us please include your name, company name and phone number, so we can follow up with you promptly.

SAMPLE CUSTOMER COMMENTS:

FIREPROOF

Safe. Secure. And there
when you need it

David Hoover, President
Forklift Training Systems
1911 West High Street NE
Newark, OH 43055

Dear David:

I wanted to take a moment to let you know how pleased we were with both our forklift training and your company. Our operations staff benefited greatly from this training.

Forklift Training Systems was outstanding to work with and your on-site trainer was top notch. The classroom work was very informative, helping our staff understand the proper use of the equipment prior to using it. In addition, the information provided in the training session was practical and easy to understand for all levels of operators. The hands on training and instructional tips were really great and easy to apply during the driving test. As a result of this on-site training I'm very confident of the ability of all licensed operators to safely and efficiently operate our equipment.

Again, thanks to you and your staff for the great training provided to our operators. I highly recommend this service to any company thinking about on site training

Sincerely,

Mike Flora

Mike Flora
Operations Manager
Fireproof Records Center



To: David Hoover

From: Steve Melroy

Subject: Forklift Refresher Training

Dave,

Now that you have completed our forklift refresher training, I want to thank you for your effort.

We appreciate your timeliness in notification of our employees scheduled for renewal training. Forklift training is very important to our needs and it's good to know we can count on Forklift Training Systems to track the certification status of our operators.

Since I had not worked with you prior to this opportunity, I decided to sit in on your classes to get a feel for how well our employees responded to your presentations. I was very pleased to observe our people paying attention and responding to your message of forklift safety. Although I don't currently have a certification, I appreciate the thorough and professional delivery of information.

I thought the classroom segment was informative because of the presentation of safety tips, safety requirements, and actual scenarios involving forklift accidents. I watched our employees pay close attention as investigations revealed that simple mistakes and lack of attention can have fatal consequences. The driving portion of the test was a good opportunity for you to point out minor bad habits to our operators as they moved through the obstacles. Our employee comments were positive because they appreciated your positive and negative comments for each operator.

Thanks again for your service. I look forward to working with Forklift Training Systems in our next phase of employee instruction.

Steve Melroy
Safety Administrator