



## COURSE OUTLINE

Title : Safe Handling Forklift (Competency Program)

Duration : 2 Days

Course Introduction	This competency based training program is designed to ensure forklift operators understand the principles of safe forklift operations as well as help you to enhance your forklift operators' skills in material handling operations.
Course Objective	Upon completion of the course, participants will be able to : <ul style="list-style-type: none"><li>▪ Identify and understand list of hazards with respect to forklift operations</li><li>▪ Understand common control measure related forklift activities</li><li>▪ Identify the causes and effects of accidents involving forklift</li><li>▪ Conduct daily inspections on the forklift trucks</li><li>▪ Knowing basic safety procedures that can be practiced when operate forklift at workplace</li><li>▪ Be competent person for forklift driver</li></ul>
Topics	<ol style="list-style-type: none"><li>1. Introduction to forklift safety and regulation related to forklift</li><li>2. Case Studies of Forklift Related Accidents</li><li>3. Hazard and risk related to forklift operation</li><li>4. Operator's Daily Maintenance and Component Checklist</li><li>5. Application and Selection of Forklift &amp; Attachment</li><li>6. Stability and Forklift Handling</li><li>7. Practical &amp; Assessment Session</li></ol>
Target Group	Forklift Driver
Training Facilities	<ul style="list-style-type: none"><li>▪ Classroom and Audio Visual Aid</li><li>▪ Forklift truck</li><li>▪ Open space of 50ft x 50ft</li><li>▪ 20 drums and 4 pallets</li></ul>