

COMMON SENSE SAFETY TIPS

- Don't use damaged pallets or boxes.
- Never travel with load lifted high.
- Drive in reverse when carrying a load down a ramp.
- Don't butt loads.
- Keep arms and legs inside lift trucks.
- Use care when high stacking - watch for falling stock.
- Never add more weight to the back end of the PIT.
- Never reach between the masts.
- Never fill a fuel tank with the engine running.
- Never allow a load to block or obstruct a fire aisle, exit, or electrical panel.
- Don't run over debris on the work surface.
- Use extreme caution on surface transitions and slippery surfaces.

PROTECT YOUR FELLOW WORKER

- Never allow anyone to stand or ride anywhere on the PIT.
- Sound horn when approaching anyone from the rear.
- Never drive up to anyone standing in front of a fixed object.
- Always face direction of travel.
- Alert workers to stand clear of suspended loads.
- Never permit unauthorized persons to operate PITs.
- Never drive with your vision blocked by a load.
- Always ground the forks when dismounting a PIT.
- Never allow anyone to walk underneath a load or raised platform.
- Always use a worker platform attachment and operate from the normal operating position when raising workers with a PIT.
- Operator shall attend the lift equipment while workers are on the worker platform.

PIT RULES

- Complete operator safety checks before operation. **Report defects. Do not use if unsafe.**
- Check for overhead obstructions.
- Sound horn when approaching blind corners or when in congested areas.
- When visibility is limited always use a load spotter.
- When forward visibility is limited, drive in reverse.
- **Absolutely** no passengers on the vehicle.
- Keep entire body inside the operator guard.
- No one allowed under the elevated portion of the truck, loaded or empty.
- Never drive up to someone standing in front of a fixed object.
- Be aware of the capacity of the PIT. Check the data plate.
- Avoid hazardous conditions, i.e. uneven terrain.
- Do not turn a forklift on a sloped surface.
- Travel at least three truck lengths behind other vehicles.
- Stop and start slowly.
- Use extreme caution when operating on surfaces that are not paved.
- Never use additional counter weights of any kind.
- Never climb the mast.
- Worker platform attachments, when used, must be secured to the PIT.
- When workers are in the platform attachment, a trained operator **must** be at the controls at all times.
- The PIT shall not be moved when the platform attachment is in an elevated position. Inching into position is allowed, **but extreme caution must be exercised.**

PIT & PIT/PIT Training/PITbrochure.doc Eff. 11/01/11
HR Policy 460_14-A



POWERED INDUSTRIAL TRUCK (PIT) OPERATOR

PITs are commonly used for a variety of operations on ODFW Facilities. Operation of a PIT is an important and specialized job that requires employees to be trained and authorized by ODFW as a qualified operator. Oregon OSHA regulation OAR 1910.178(l)(1)(i) (AO-6-2000, Powered Industrial Trucks) states that "Only trained and authorized operators shall be permitted to operate powered industrial trucks." The purpose of this training is to provide you with the skills as a qualified powered industrial truck (PIT) operator, one with the knowledge to operate a lift truck in a safe and professional manner.

Training for ODFW's PIT operators consists of a combination of formal instruction (e.g., lecture, discussion, interactive computer learning, video tape, written material), practical training (demonstrations performed by the trainer and practical exercises performed by the trainee), and evaluation of the operator's performance in the workplace.

Trainees may operate a PIT only:

- Under the direct supervision of persons who have the knowledge, training, and experience to train operators and evaluate their performance.
- Where such operation does not endanger the trainee or others.

LIFT TRUCK CLASSIFICATION

There are four basic power groups for powered industrial recognized by OSHA:

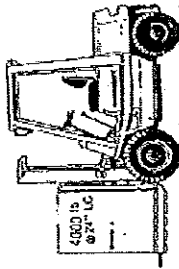
- E - electric motor
- D - diesel
- G - gasoline
- LP - liquefied petroleum gas

CAPACITY

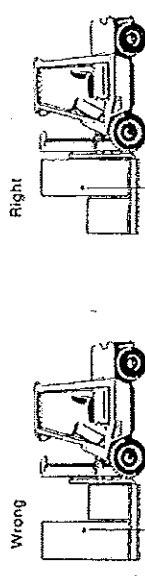
Lift trucks are rated by:

- The number of pounds of load capacity at a given load center.
- The size of the load.

For example, a lift truck may be rated for a 4,000 pound payload at a 24" load center. This means to pick up the full load of 4,000 pounds, its center can't be farther forward than 24" from the heel of the forks. If the load is evenly distributed on a pallet, then the maximum length of the load is 48".



You can safely increase the load center by decreasing the weight of the load, or you can increase the weight by shortening the load center. Even if you shorten your load center, you must *never* exceed the rated capacity of your vehicle.



When calculating changes to your load capacities for irregular sizes, a good rule of thumb to follow is:

"For every one inch further from the carriage that you place the load center you will lose approximately 100 pounds of carrying capacity."

PICKING UP A LOAD

The first rule in picking up a load is to know the capacity of your lift truck and never exceed it. Also make sure your forks are set correctly for the particular load, and are centered on the mast.

- Check the load bands and pallet.
- Approach the load squarely and slowly.
- Level the forks and raise them to the correct height.
- Drive forward slowly until the load rests against the backrest.
- Raise the load only as far as conditions require.

DRIVING WITH A LOAD

- Never drive with obstructed vision.
- Check for any obstacles on the driving surface.
- Watch out for obstructions overhead.
- Never travel with a load in the raised position.
- Maintain a safe speed.
- Keep three truck lengths behind any vehicle.
- Do not pass any vehicle moving in the same direction of travel.
- Sound your horn at dangerous intersections.
- Obey all traffic rules and warning signs.
- Use extreme caution over speed bumps, curb cuts, and surface transitions.

Caution: A lift truck steers form the rear axle. When turning, the rear of the lift truck swings wide.

SETTING DOWN A LOAD

- Square up load to placement area and approach slowly.
- If needed raise the load so that it clears and slowly drive forward.
- With the load properly positioned, tilt the mast forward until it is vertical.
- Lower the load smoothly until it comes to rest.

Free the forks and back out carefully.

PRE-OPERATION SAFETY INSPECTION

Whatever the manufacturer or designation of the truck, there are certain procedures to be followed both before and after you start the PIT. Before starting your PIT, check the following things and complete the **'PIT Daily Check List'** for your area:

1. **Manufacturer's Data Plates** - Check to see that the truck is clean and that all data plates and warning labels are in place and readable.
2. **Damage and Leaks** - Check for obvious collision damage to the entire vehicle or breakage of its parts. Check the condition of the carriage, lift and forks. Look on and under the truck for any fluid leaks. Check the overhead rack to be sure it is securely fastened.
3. **Tire Condition** - Check the tires for wear, damage, and proper inflation.
4. **Lights** - Check headlights, taillights, and warning lights if applicable.
5. **Instrumentation** - Check all needles and gauges for proper operation.

(SAMPLE DAILY CHECKLIST)

PIT Daily Check List

Date: _____

Checked by: _____

If any items are not "OK", Report immediately to your Supervisor.

OK

- 1. Lights
- 2. Oil
- 3. Fuel
- 4. Coolant
- 5. Horn
- 6. Steering
- 7. Brakes (foot & parking)
- 10. Data Plates & Warning Labels Clean
- 11. Fluid Leaks
- 12. Overhead Racks