



Worksite: \_\_\_\_\_ Instructor: \_\_\_\_\_ Date/Time: \_\_\_\_\_

**TOPIC C388: TELESCOPIC HANDLERS**

**Introduction:** Telescopic handlers, or boom forklifts, are useful and versatile machines. Many newer models offer attachments to increase their capabilities; however, they're involved in many work place injuries and accidents. These injuries and accidents are often due to improper use, or lack of training. The most frequent cause of fatal or serious boom forklift accidents are tip-overs. Other common accidents include being crushed between the forklift and a surface, being struck by the forklift, being struck by material falling off the forks, and running the machine off an edge.

Follow these safe practices to avoid these incidents:

Make sure that only workers who have been trained on equipment are allowed to operate telescopic handler.

This training should include:

- Load limits
- Load stability
- Vehicle stability
- Machine capabilities
- Controls and instrumentation
- Ramps and sloped surface operations
- Steering and maneuvering
- Visibility requirements
- Operations near foot or vehicle traffic
- Engine operation, servicing, refueling
- Fork and attachment operation, and limitations
- Surface conditions where the vehicle may be operated
- Always perform an inspection of the vehicle's brakes, lights, warning devices, and safety systems at the beginning of each shift
- Check the tire pressures at the start of each shift to ensure the forklift will be stable under load
- Make sure that all hydraulic controls are in the neutral position before starting the machine
- Know the direction the wheels are going to steer before moving the machine at start-up
- Make sure that the load level indicator is properly adjusted and easily visible
- Don't exceed the manufacturer's recommendation for maximum weight loads
- Use outriggers when elevating loads on an uneven surface or swinging loads with the boom extended
- Always check for overhead obstructions and power lines before raising the boom. Don't operate the boom within ten feet of an overhead power line
- Use a signaler to direct movement in areas where visibility is restricted, or on elevated surfaces above your view where loads will be raised or lowered. Make sure that you and signaler know the proper hand signals
- Don't drive the forklift up to anyone standing in front of a fixed object
- Don't allow riders on any part of the machine at any time unless a proper seat with a seatbelt is provided
- No one is allowed to pass, work, or stand under an elevated part of the machine whether loaded or not
- Always set the parking brake and lower all attachments before leaving the machine unattended
- Always keep a safe distance from the edge of excavations, steep slopes, ramps, or elevated surfaces
- Never perform any maintenance or repairs with the engine running, unless required by the manufacturer
- Use proper lockout/blockout/tagout procedures when maintaining, repairing, or servicing the machine
- Don't fuel equipment with the engine running or while the engine is hot
- Lock the boom swing before moving the machine on public roadways
- Don't use a telescoping handler to lift co-workers unless the following provisions are made:
  - Workers being elevated must be able to shut-off power to the machine
  - The safety platform has guardrails and is firmly secured to the lifting carriage and/or forks
  - Stay in visual contact with the worker being elevated at all times

**Conclusion:** Never operate in areas without sufficient ventilation, where a buildup of carbon monoxide could occur. Regularly inspect the telescoping handler for damage, defects and unsafe conditions.

**Employee Attendance:** (Names or signatures of personnel who are attending this meeting)


These guidelines do not supersede local, state or federal regulations, and must not be construed as a substitute for, or legal interpretation of, any OSHA regulations.