Forklift Loading Safety Tool

Loading and unloading of forklifts and other trucks are subject to specific safety requirements that are designed to ensure stability of loads and prevent harm to operators and others nearby.

This form helps prevent these related injuries and incidents from happening, along with consequential safety violations and citations.

HOW TO USE THE TOOL

Use this form to help enforce forklift loading and unloading safety. Adapt to meet your specific requirements.

- Only stable or safely arranged loads must be handled.
- Exercise caution shall be exercised when handling off-center loads which cannot be centered.
- Only loads within the rated capacity of the truck may be handled.
- The long or high (including multiple-tiered) loads which may affect capacity must be adjusted.
- Trucks equipped with attachments must be operated as partially loaded trucks when they’re not handling a load.
- A load engaging means must be placed under the load as far as possible.
- The mast must be carefully tilted backward to stabilize the load.
- Extreme care must be used when tilting the load forward or backward, particularly when high tiering.
- Tilting forward with load engaging means elevated is prohibited except to pick up a load.
- An elevated load may not be tilted forward except when the load is in a deposit position over a rack or stack.
- When stacking or tiering, only enough backward tilt to stabilize the load may be used.