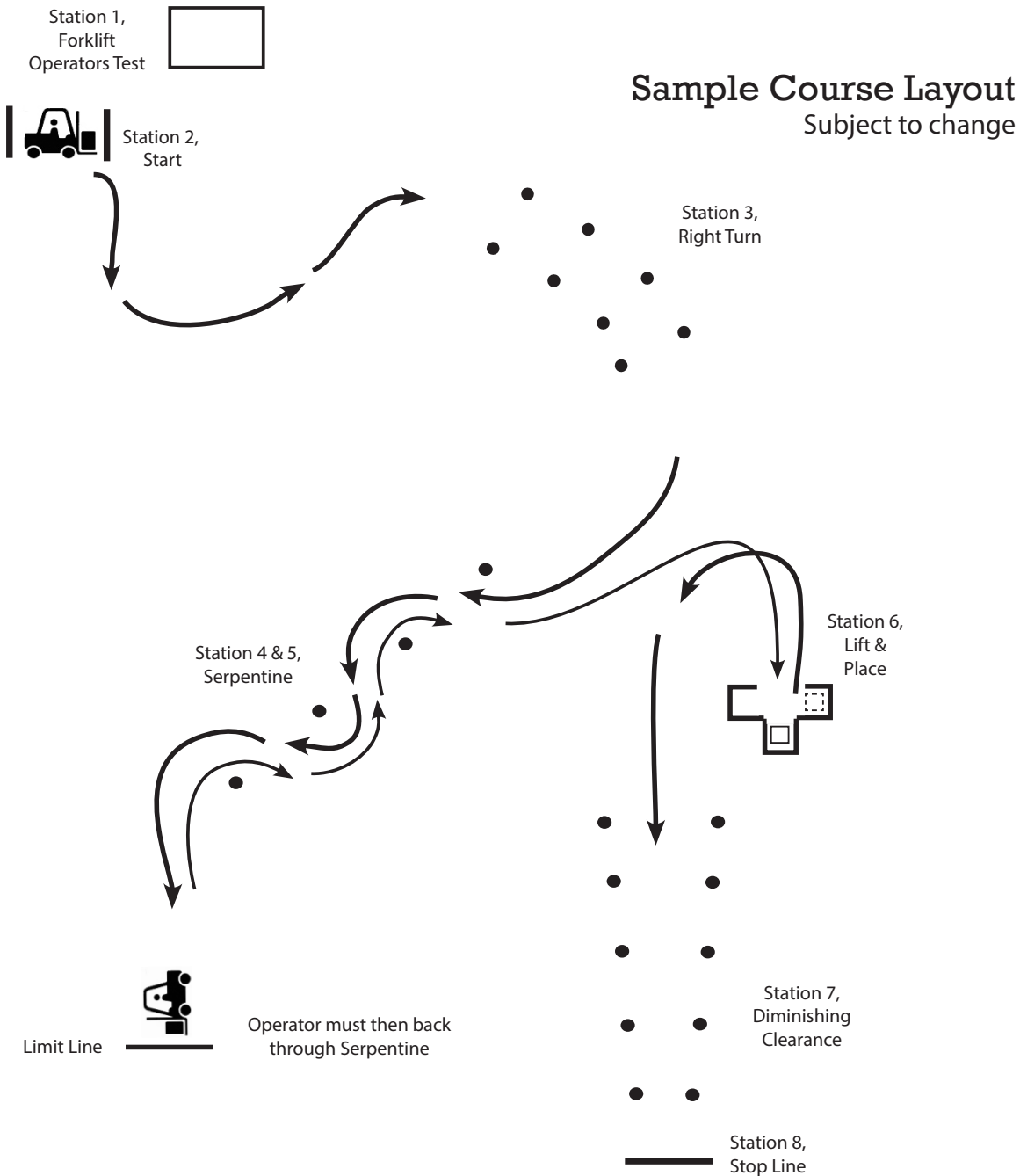


14TH ANNUAL *

FORKLIFT OPERATORS HANDBOOK



*Formerly the CRRC Truck & Mechanic Safety Road-e-o, established in 1991



FORKLIFT VERBAL TEST

PURPOSE OF THE OPERATOR'S VERBAL TEST

This test is designed to assess the operator's knowledge concerning safety rules and regulations.

INSTRUCTIONS

The Forklift Operator's Verbal Test consists of multiple choice questions. Forklift Operators are asked to sit in the designated bleachers/testing area during the test. A volunteer will be conducting the verbal exam. He/she will give you a score based on the number of questions you answer correctly.

Forklift Operators are given a maximum of 15 minutes to complete the verbal exam.

SCORING - 50 POINTS POSSIBLE

2 points will be awarded for every question the driver answers correctly.

FORKLIFT START

PURPOSE OF THE START TEST

This test is designed to test the operator's ability to move a load out of a very tight area by using all the available options on the forklift (to think like an operator).

INSTRUCTIONS AND LAYOUT

The operator is to exit this station with his/her load in a smooth, safe manner, using proper forklift driving techniques.

The driver is required to stay in his/her seat once testing has begun.



SCORING - 50 POINTS POSSIBLE

10 points will be deducted for each marker that is touched.

10 points will be deducted for not exiting using the proper technique.

5 points will be deducted (for each infraction) if the driver does not remain seated once testing has begun.

FORKLIFT RIGHT TURN

PURPOSE OF THE RIGHT TURN TEST

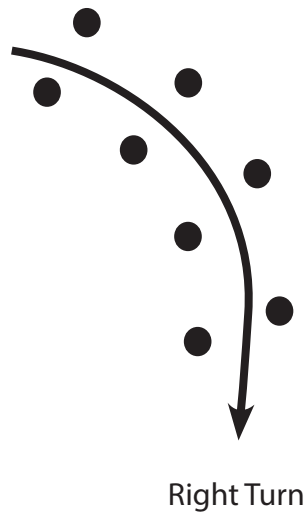
This test is designed to evaluate the driver's ability to drive his/her forklift smoothly without hitting the curb or yellow line, while making a right turn, and to do so without hesitation.

INSTRUCTIONS AND LAYOUT

The forklift must pass through two rows of markers which will be placed in a curve.

The contestant will be expected to proceed through the markers in a smooth and continuous manner, without touching the markers.

The driver is required to stay in his/her seat once testing has begun.



SCORING - 50 POINTS POSSIBLE

5 points will be deducted for each marker that is touched.

5 points will be deducted (for each infraction) if the driver does not remain seated once testing has begun.

FORKLIFT SERPENTINE

PURPOSE OF THE SERPENTINE TEST

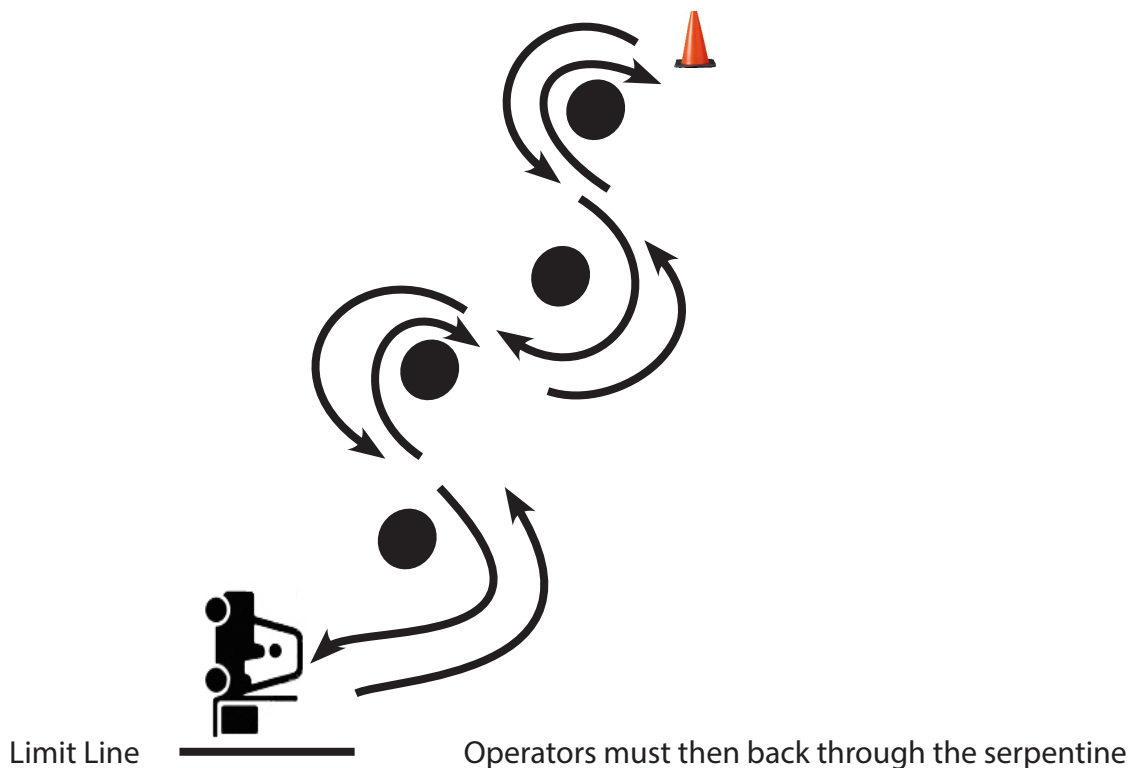
This test is designed to test the operator's ability to maneuver in tight areas, moving forward and in reverse.

INSTRUCTIONS AND LAYOUT

The forklift must pass through the markers alternately, right-to-left or left-to-right, starting from the side of the first marker, marked by an orange cone. The forklift must operate in a continuous motion during the test.

3 to 4 markers will be set up on the course, as shown below. The driver must drive through in a continuous forward motion, without striking any of the markers. Judges may move a marker whenever equipment is about to strike it.

The driver is required to stay in his/her seat once testing has begun.



SCORING - 100 POINTS POSSIBLE (50 FORWARD / 50 REVERSE)

5 points will be deducted for each marker that is touched.

5 points will be deducted for each stop the driver makes during the test.

5 points will be deducted (for each infraction) if the driver does not remain seated once testing has begun.

FORKLIFT LIFT AND PLACE

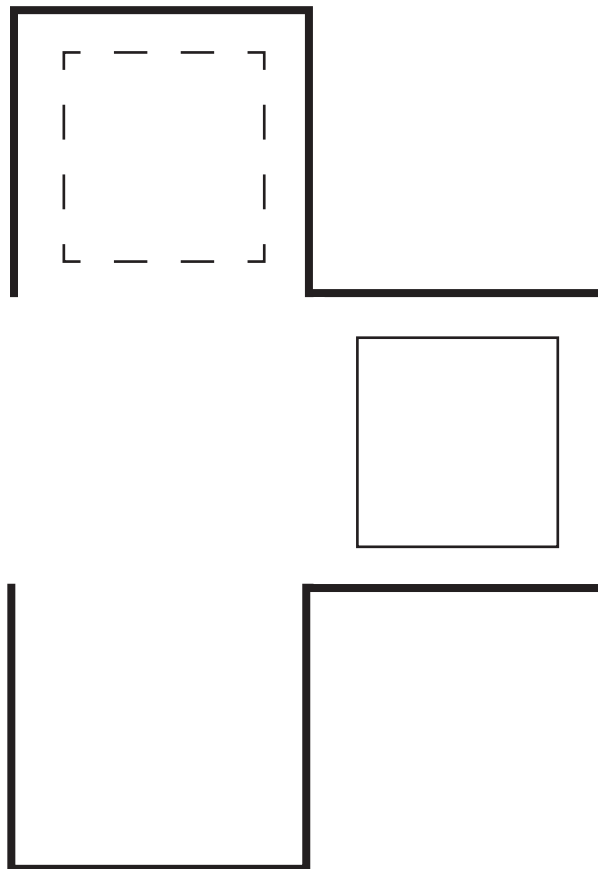
PURPOSE OF THE LIFT AND PLACE TEST

The purpose of this test is to test the operator's ability to lift a load and place it in a new location in a smooth, safe manner. The operator must also be accurate in placements.

INSTRUCTIONS AND LAYOUT

Operators must enter the Lift and Place area, put the load down in the outlined area, then pick the load up and move it to the other outlined area in a smooth and safe manner.

The driver is required to stay in his/her seat once testing has begun.



SCORING - 50 POINTS POSSIBLE

5 points will be deducted for touching any marker.

5 points will be deducted for each part of the load outside of placement area.

5 points will be deducted (for each infraction) if the driver does not remain seated once testing has begun.

FORKLIFT DIMINISHING CLEARANCE

PURPOSE OF THE DIMINISHING CLEARANCE TEST

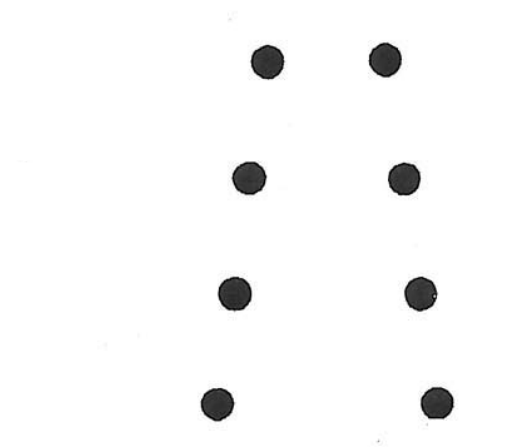
This test is designed to evaluate an operator's ability to handle his forklift through actual or simulated conditions. In this test the contestant is required to drive his/her forklift in a straight line with diminishing clearances and also drive in a smooth and continuous manner.

INSTRUCTIONS AND LAYOUT

Two rows of markers will be placed in a way in which they will not be parallel but diminish in width. The contestant will be expected to proceed through the markers in a smooth and continuous manner and without touching the markers.

The clearance between four sets of markers diminishes from a total of 12 inches to a total of three (3) inches as the vehicle progresses.

The driver is required to stay in his/her seat once testing has begun.



SCORING - 50 POINTS POSSIBLE

10 points each will be deducted for touching any of the markers. A perfect score is fifty points. If all of the markers on one side are struck, the driver will receive zero (0) points. If driver stops after once entering the problem, he/she will receive zero (0) points.

Judges are to be instructed not to stop contestant but rather to move the barrier to protect the equipment and to score accordingly.

5 points will be deducted (for each infraction) if the driver does not remain seated once testing has begun.

FORKLIFT STOP LINE

PURPOSE OF THE STOP LINE TEST

This test is designed to determine the contestant's depth perception, and ability to bring his/her forklift to a smooth and complete stop.

INSTRUCTIONS AND LAYOUT

The stop line will be a line approximately 4 inches wide and 8 feet in length.

The driver must stop the forklift as close as possible to the front edge of the line.

Speed may be controlled, but only one stop is allowed at the final line.

The test stops when the driver has lowered the load to the ground, put the forklift in neutral and set the parking brake, turned off the engine and turned off the forklift. The brakes must be set before measurements can be taken. Measurements will be made at the point closest to the line, without going over, from the front of the pallet.

The driver is required to stay in his/her seat once testing has begun.



Stop Line

SCORING - 50 POINTS POSSIBLE

Zone 1:	0	to	3 inches	-	50 points
Zone 2:	Over 3 inches	to	6 inches	-	40 points
Zone 3:	Over 6 inches	to	9 inches	-	30 points
Zone 4:	Over 9 inches	to	12 inches	-	20 points

Failure to reach Zone 4 will result in a 0 score for this test.

If the front edge of the line is crossed, or if the front of the forklift extends beyond either end of the stop line, the contestant will receive a 0 score for this test.

5 points will be deducted (for each infraction) if the driver does not remain seated once testing has begun.

ALL DRIVERS PLEASE NOTE THE FOLLOWING

- Once you have completed the testing, move equipment to the staging area (starting line).
- Put the forklift in neutral, set the parking brake and exit the forklift.
- Enjoy the rest of your day. Have fun!