### FORMATIONS TRAINING RESOURCES SDN BHD (202301023943 (1517866-U))

Address: 8-1, Jalan Damai Utama 3, Taman Damai Utama, 47180 Puchong, Selangor General Line: 03-8082 5340 / 017-368 0890 Support Line: 012-359 1975 Email: general@formationshrd.com Website: www.formationshrd.com



### **Course Objective:**

This is an in depth course on manual and mechanical forklift handling which designed to increased safety, motivation and productivity which helps to protect personnel, loads and equipment. It also delivers a thorough understanding on safety management and procedures in compliance with the occupational Safety & Health Act 1994 (OSHA, Act 514).

The course caters to train for both new or experience forklift operators and experienced operators for new skill and techniques. It covers both theoretical and practical instruction in a realistic environment for all types of forklifts.

# **Program Content & Highlight:**

# Module 1: Theory

- Responsibilities as a forklift driver
- Who is responsible for safety?
- Load balance and weight capacity
- Three point suspension system
- Proper load handling principles
- Understanding your work area
- Plant traffic rules
- Hazard in your workplace
- Pre operation safety inspection
- What to checks on forklift?
- Video: Forklift safety operation



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# **Module 2: Practical**

- Pre operation safety inspection
- Driving forklift in confined area
- Picking up the load
- Loading and unloading
- Stacking and de-stacking
- Ramps and gradients
- Practical Assessment

# **Training Methodology**

This program incorporates a variety of an effective training method which includes:

- Lectures
- Interactive discussions
- Video
- Instructor's demonstrations
- Practical exercise for the trainees

This approach helps to meets the learning needs and effective understanding for a wide range of operator.

# **Training Equipment**

- Classroom with LCD Projector
- White board
- An open area about 20 meters square
- One unit counter balance forklift
- Wooden pallets 25 pallets

