

MAKROSAFE Holdings (Pty) Ltd

SAFETY ALERT!

Forklift Operation

The purpose of this safety alert is to remind employers and forklift operators of the need to operate forklifts in a safe manner and to suggest possible control measures to assist our clients to manage the risk.



Background

An employee was conveying material from one area in the warehouse to another area. After lifting the material and whilst moving the forklift backwards an employee's foot was crushed under the forklift.

Contributing factors

- ✓ The forklift operator was not in possession of a valid operator's license.
- ✓ No pre-use checklists are used before the forklift is used to ensure all warning devices are in a working condition.
- ✓ The warehouse does not have demarcated driveways.
- ✓ No formal Safe Operating Procedure is in place for forklift operations.
- ✓ No risk assessment was conducted to identify the hazards present when operating a forklift, thus no control measures were put in place to mitigate the risk of the hazards.
- ✓ No maintenance management system in place to ensure that all lifting equipment is maintained and in good working order.

Action Required

- ✓ A detailed Risk Assessment should be conducted on all tasks / activities and equipment use on site, to identify the potential hazards in the workplace.
- ✓ Based on the risk assessment the PSP's (Policies/Standards/Procedures) should be put in place and updated.
- ✓ Formal training on the PSP's (Policies/Standards/Procedures) should be conducted.
- ✓ Planned and un-planned task observations should be conducted to ensure compliance to the PSP's (Policies/Standards/Procedures).
- ✓ A pre-use inspection checklist should be put in place to incorporate all the high risk equipment / machinery / tools.
- ✓ A formal Planned Maintenance System and procedure should be introduced to ensure all equipment is serviced at regular intervals.
- ✓ Regular documented audits need to be conducted on the maintenance system to ensure compliance to the system.
- ✓ All forklift operators must be in possession of a valid forklift license.
- ✓ All forklift operators should be subjected to an annual medical test (eyes etc.).