



Site Safety Services
Machinery Training | VOC | WHS
0418 748 339

Information Sheet

On-site Forklift Training Requirements



On-site Forklift training is a great way to reduce downtime and help your workers by having them trained and tested on equipment that they are familiar with.

In order for us to effectively train and assess your workers on site, there are a few basic requirements that must be met under the WHS Act.

Forklift is compliant

It is important that any forklift used for training & assessment is compliant;

- Fully serviceable condition – free of leaks, faults and defects
- Has legible data plates, labels, and information stickers (in English)
- Correct Operator Manual is available
- Forks, load backrest, mast, ROPS & FOPS are in a serviceable condition
- LPG forklifts must have installation and current annual inspection plates
- Fitted with a proper seat and seatbelt
- All lights, gauges, controls, horn, reversing alarm etc are functional
- Park brake is functional

Forklift operating area

A clear operating area with sufficient space will be required for training and assessments.

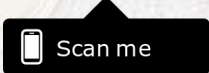
A suitable operating area should;

- Have adequate lighting in the operating area
- Be able to be isolated from nearby equipment and workers
- Have a suitable ground surface and suitable load-bearing capacity
- As much as possible, be free of dangerous overhead and underground services
- Have safe access and egress to the area
- Utilise racking that is properly installed and fully compliant, with load rating and certification information attached.

Unsure?

Feel free to contact us if you need some advice or have any questions. We look forward to working with you.

Machinery training /assessment cannot be undertaken on non-compliant equipment, or equipment that does not meet relevant Australian Standards.



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