



Code of Practice

As a Member of the **FLTA Safe User Group** this organisation will endeavour to pay due attention to all aspects of fork lift truck safety, at all times, throughout all areas of our operations.

In particular we aspire to meet the highest standards in the following key areas:

Planning

- All lifting operations will be planned in advance, as required by LOLER 98.
- Risk assessments will be carried out, implemented and modified as required.

Operations

- Appropriate equipment will be provided for each task.
- Sites will be configured with due regard to truck and pedestrian separation, visibility, traffic circuits, speed, signage etc, to minimise potential hazards.
- Sites will be kept uncluttered, clean and clear of debris.

Training

- All operators will be properly trained for all equipment they may be required to use.
- All operators will be regularly monitored and assessed and be given additional training as required.
- All company staff will be briefed on the hazards associated with fork lift truck operations.

Maintenance of Fork Lift Trucks

- Daily or pre-shift checks will be carried out, documented and acted upon as necessary.
- Routine service and maintenance will be carried out in accordance with the manufacturers' recommendations and as appropriate for use.
- Properly trained service engineers will carry out all service, maintenance and repairs.
- All trucks will have a Report of Thorough Examination as required by LOLER 98, which will be renewed at intervals appropriate to the intensity and frequency of use.

Supervision

- Managers and supervisors responsible for lifting operations will, as a minimum, have adequate familiarisation training so that they can identify bad practice.
- Bad practice will not be tolerated and remedial action will be taken as required.
- Supervision will include ensuring that the requirements for training and maintenance are met.