

FACT SHEET 09

Training requirements for hand pallet trucks

Hand pallet trucks, or rather their operators, are responsible for many accidents in the workplace. Training requirements should not be underestimated.

Provision and Use of Work Equipment Regulations 1998 (PUWER) applies to all work equipment and require that:

- work equipment is suitable for the purpose it is used or provided for, and is properly maintained and inspected at suitable intervals
- where the use of work equipment is likely to involve specific risks, the use, maintenance etc of that equipment is restricted to people given the task of using and/or maintaining it; users, supervisors and managers have received adequate training for the purposes of health and safety, including: training in the methods which may be adopted when using work equipment; any risks which such use may entail and precautions.

The degree of training required, and the time it will take, will vary according to the type of equipment and the tasks to be performed.

Although accreditation is voluntary, the use by an employer of an accredited training provider (ATP) provides some assurance that the training provided will be at least to the standard described in the ACOP and guidance.

Each accrediting body will be able to provide details of appropriately qualified and experienced ATPs to enquirers who seek advice about lift-truck training, along with a description of their assessment criteria.

For more basic equipment it may be possible to provide in-house training. However, this still needs to be properly organised and formally recorded.

if you are in any doubt, professional advice should be sought. Although the HSE L117 ACoP is for rider-operated lift trucks, the basic principles and training requirements described should still be applied to hand-operated equipment.

The information in this Fact Sheet has been assembled and interpreted to give truck owners and users basic guidance on frequently asked questions. Further important information will be given in the quoted reference documents. Responsibility for meeting the safety obligations discussed rests with the employer, and the FLTA will not accept liability for any problem arising as a result of the content of this document. Technical Bulletins, containing more detailed information and updated as appropriate, are made available free to members of the FLTA SAFE USER GROUP.

Fork Lift Truck Association, 34B Kingfisher Court, Hambridge Road, Newbury, Berkshire, RG14 5SJ
Tel: 01635 277577 | Fax: 01635 277579 | mail@fork-truck.org.uk | www.fork-truck.org.uk

