

FACT SHEET 12

Version 3

THE LEGAL REQUIREMENTS FOR FORK LIFT TRUCK OPERATOR REFRESHER TRAINING

Lift truck operators, even those who are trained and experienced, need to be routinely monitored in the workplace and, where necessary, retested or refresher trained to make sure they continue to operate lift trucks safely.

The HSE Approved Code of Practice and guidance for Rider-Operated lift trucks: Operator training and safe use (L117) is aimed at employers and those responsible for the safe operation of lift trucks, as well as those in control of worksites, the self-employed, managers and supervisors. This ACOP and guidance states:

*“There is **no specific time period** after which you need to provide refresher training or formal assessment. However, you may decide that automatic refresher training or a retest after a set period (for example 3-5 years) is the best way to make sure your employees remain competent. Where you adopt this approach, you will still need to monitor performance in case operators need extra training before the set period ends.”*

Regular refresher training will ensure operators:

- Maintain good driving habits.
- Learn new skills where appropriate.
- Reassess their abilities.

Refresher training or retesting might also be appropriate where operators:

- Have not used trucks for some time.
- Are occasional users.
- Appear to have developed unsafe working practices.
- Have had an accident, or a near miss.
- Have a change to their working practices or environment.

The FLTA advise that refresher training, if required, should not follow a set programme. It should be designed to overcome the weaknesses highlighted by the monitoring/assessment process.

Further information is contained in the HSE booklet detailed below. This is available from HSE Books (Telephone 01787 881165) or from the Fork Lift Truck Association:

Rider-Operated Lift Trucks: Operator Training and Safe Use
Approved Code of Practice and Guidance
HSC Code L117
ISBN: 978-0-7176-6441-2
Price £15.00

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.**

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