

## Training

### 1. Target group

Every employee who in a warehouse or production environment must carry out simple acts with a forklift truck (tasks with low level of difficulty, in an open space, repetitive work without time pressure).

### 2. Conditions of admission

- Being at least 18 years old.
- Being in possession of a certificate of medical fitness (a/o for safety function)
- The candidate is released from the theory exam if he/she obtained a valid certificate AV-002 or IS-002 at a recognised exam centre.

### 3. Purpose

GENERAL: Teaching how to work with a forklift truck safely and efficiently.

THIS ENTAILS: Teaching the basic techniques to:

- Train drivers to assume a safety function and to become efficient goods handlers who can report defects/faults preventatively.
- Prevent accidents/injuries and damage to products and to minimise transport damage
- Acquire a safe and dynamic driving style

### 4. Final Attainment levels and points of interest

#### THEORY

- Knowing the content of the safety function
- Knowing what work permits are and being able to interpret and observe them
- Knowing the safety instructions
- Knowing the major concepts with regard to the construction of the forklift truck
- Knowing that there are different types of drive systems, each with their respective applications
- Knowing the elements of the pre-start inspection of the forklift truck
- Knowing that there are different types of pallets and storage methods
- Knowing which factors have an impact on the load and stability of the forklift truck
- Understanding and knowing how to use load diagrams
- Knowing the basic legislation for a forklift truck driver

#### PRAKTIJK

- Applying the safety and traffic rules
- Being able to conduct the daily inspection of the forklift truck correctly
- Applying the correct technique to enter and leave the forklift truck and parking the forklift truck safely
- Being able to use the controls correctly
- Being able to connect and disconnect batteries.

Vantegemstraat 9  
B-9230 Wetteren  
Tel: +32 (0)9 368 80 40  
hsa@heli.be

---

- Showing good driving skills: forward, in reverse.
- Being able to perform the following manoeuvres: turning and taking bends both forward and in reverse, passing narrow passages.
- Being able to assess distances, depths and heights.
- Stacking goods in a space with a maximum of 1 m turn radius
- Applying order and cleanliness

## 5. Validity of diploma

---

### 10 years

Every 5 years, the company will have an interim assessment performed – either internally or externally – by a qualified person to verify whether or not the employees concerned still meet the conditions. The company takes its own responsibility in this regard. In addition, this will also be screened by the VCA auditors during their audit.

## *Information*

## 6. Duration

---

- Training: 1-3 days