

Training

1. Target group

Every employee working with a reach truck as its major assignment and having to perform tasks with a certain level of difficulty (stacking at heights, in relatively confined spaces, under time pressure, with intensive loading and unloading, in places where people are walking about).

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 IS-001 at a recognised exam centre.

3. Purpose

General: Teaching how to work with a reach truck safely and efficiently.

This entails: Teaching all 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
- Find a good balance between safe driving and productivity.

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 reach truck
- Knowing that there are different types of reach trucks, each with their respective applications
- Knowing how batteries can be exchanged
- Knowing the elements of a pre-start inspection
- Knowing that there are different types of pallets and storage methods
- Knowing which factors have an impact on the stability of the reach truck
- Understanding and knowing how to use load diagrams
- Being able to establish, analyze and control risks that are typical of the specific equipment and location
- Knowing the basic legislation regarding fork-lift truck drivers

PRACTICAL

- Applying the safety and traffic rules
- Being able to execute correctly the daily inspection of the reach truck, to detect hazardous defects and to report them

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- Applying the correct technique to enter and leave the reach truck and parking the reach truck safely.
 - Being able to use the controls correctly.
 - Being able to connect and disconnect batteries.
 - Showing good driving skills
 - Being able to perform the following maneuvers.
 - Being able to assess distances, depths and heights.
 - Stacking of goods at locations with maximum ½ meter of play compared to the turning circle without using the side shift
 - Being able to stack correctly on the ground, in racks and at heights and according to the capacity of the reach truck
 - Stacking with different systems such as pallet boxes, cages and individual stacking systems
 - Applying order and neatness.
 - Being able to transport long, high and bulky loads

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 to 3 days