

Forklift Operator Training Program

Operating Skills Evaluation Form



Operators Name _____ Date _____

Instructor _____ Company _____

Lift Truck ID# _____ Capacity _____

	Acceptable		Comments
	1 st Attempt	2 nd Attempt	
GENERAL SAFETY			
Pre-Operational Check			
3-Point Entry			
Properly Fastened Operator Restraint			
LOADING			
Square to Load			
Forks Raised at Stack			
Correct Control Usage			
Forks Spread Properly			
Avoids Bumping and Pushing			
Clear Load Entry			
Load on Forks Evenly			
Load at Fork Heels			
Lift Before Tilting			
Checks Rear Clearance			
Drops Load When Clear			
TRAVELING			
Safe Fork Height, Slight Back-Tilt			
Smooth Starts and Stops			
Stops Before Shifting Gears			
Starts Turn in Proper Position			
Allows for Rear End Swing			
Efficient Path			
Safe Speed			
Gives Right-of-Way to Pedestrians			
Sound Horn When Necessary			
Backs When Vision Obscured			
Aware of Overhead Clearances			
Aware of Ground Obstacles			
Ramp or Incline (If Present)			
Dock (If Present)			
UN-LOADING			
Square to Stack			
Stops Before Raising Load			
Minimal Inching			
Tilts Level Before Dropping			
Load Stacked Properly			
Checks Rear Clearance			
Drops Forks When Clear			
PARKING			
In Safe Area			
Forks Lowered			
Brake Set			
3-Point Exit			

_____ **PASS** _____ **FAIL**

Operator Signature