

FORKLIFT TRUCK INFORMATION BOOK



Training support material for:

Licence to operate a
forklift truck
TLILIC0003



Produced by:



CONTENTS

Introduction to forklift trucks	5
High Risk Licensing and the Law	11
Plan work	19
Conduct routine checks	45
Shift load	63
Shut down and secure forklift truck	91

INTRODUCTION TO FORKLIFT TRUCKS



What is a forklift truck?

A forklift is a powered industrial truck used to lift and move loads. It has a mast and an elevating load carriage with a pair of fork arms or other load-holding parts. As you can see below, there are different types of forklifts. The most common forklift is the counterbalance forklift truck.

This series of images were used with permission from Linde

Counterbalance forklift truck



Order picking forklift truck (LO licence)



Walkie reach stacker



Rough terrain forklift truck



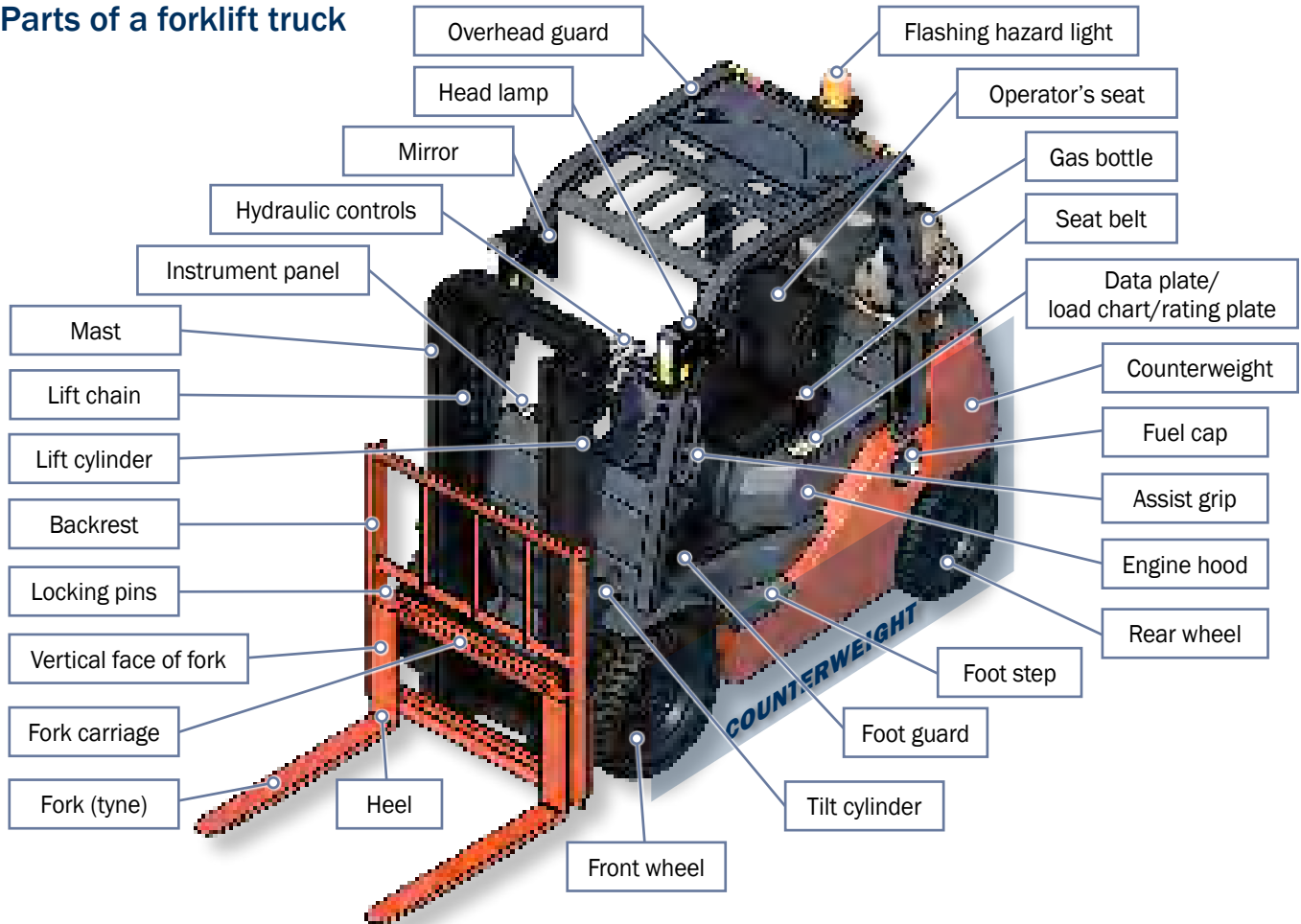
Narrow aisle forklift truck



Sit-on reach forklift truck



Parts of a forklift truck



Load centre distance

Load centre distance is the distance measured from the vertical face of the forks to the centre of gravity of the load.

The load centre distance affects how much weight the forklift can lift.

The load centre distance will be marked on your forklift's data plate.



For example, this forklift is lifting a 1500 kg load. The forklift rated capacity is 1575 kg at a 600 mm **load centre** distance. It's okay to lift this weight. But the load centre distance must be checked first.



Safely moving loads – (continued)

Always keep the side shift in the middle while carrying a load. If the side shift is to one side, the forklift will be unbalanced. This might cause the forklift to tip over.



If you are stacking loads you must make sure the stack is stable.

