



Operator Evaluation

This guide is intended to assist you with evaluating your lift truck operators in their work environment.

Have your operators all received and passed operator training? YES NO

Have your operators filled out a Daily Check sheet before using a piece of equipment? YES NO

Operating Surfaces:

Pay attention to the surfaces your operators work on are there any special conditions that should be taken into when performing this evaluation?

Inside floor surface: Dry Wet Material from a product you may manufacturer? Yes No

Outside working surfaces: Dry Wet Paved (concrete) Paved (asphalt) Sand Gravel Mud Ice Oil

Make a note below about any peculiarities with the operating surface:

Ramps, Grades, Slopes and Inclines:

Ramps: Yes No If yes, how much of an incline? ____ degrees

Grades: Yes No If yes, how much of a Grade? ____ degrees

Slopes: Yes No If yes, how much of a Slope? ____ degrees

Inclines: Yes No If yes, how much of an Incline? ____ degrees

Please make any notes applicable to your work environment:

Evaluating the operator

| *This is what you should be observing as you are evaluating your operators* | Acceptable | Unacceptable |
|--|------------|--------------|
| Completes a daily check out sheet, prior to operating the lift truck | | |
| Secures their seat belt (or tether), prior to operating the lift truck and that they are wearing any required safety equipment | | |
| Turns the key switch on and activates the truck correctly | | |
| Checks that Battery is fully charged or that truck is full of fuel | | |
| Releases Parking brake or uses one foot to depress and hold the deadman pedal down | | |

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