

OBSERVATION CHECKLIST

OPERATING THE FORKLIFT	Yes	No
Is the driver properly trained as an operator?		
Is the operator wearing a seatbelt?		
Were arms and legs kept inside the vehicle?		
Was the operator wearing a hard hat?		
Do the back up alarms and lights work and are they being used?		
Are there any workers too close to the forklift?		
Is the operator following the rules?		
Were any intersections blind or had low visibility?		
Are they driving at a safe speed while carrying a load?		
Is the driver avoiding areas where pinch points exist such as near the wheels and or forks?		
Is the operator carrying an appropriate load?		
Was the load unstable?		
Were the loads being carried with the forks down and above the floor only 6-8 inches?		
Was the load being raised or lowered only when stopped?		
Are there any visibility issues?		
Are dock plates being used when entering the trucks?		
Is the operator using only approved attachments?		
Is the operator using the forklift on appropriate surfaces?		
Are safety harnesses being used where needed?		
Comments:		