

Title of Training	Rough Terrain Vehicle Training	
Equipment Info.	Make/Type/Size/Model	Sky Track Forklift "Class VII" RTV
Material Needed	<ul style="list-style-type: none"> • Operators Manual • Skid Steer for Hands On Training • Open area to perform hands on • Orange cones for serpentine course 	Hands On Session: All participants will be required to perform a pre-operational inspection and operating control demonstration. A work assignment must be performed using the RTV Fork attachments in a variety of applications, while traveling and turning with the RTV loaded and empty.

ROUGH TERRAIN VEHICLES

OPERATING SAFETY RULES AND PRACTICES

Operator Responsibility

Safe operation is the responsibility of the operator. The equipment can be dangerous if not used properly. The operator shall develop safe working habits and also be aware of hazardous conditions in order to protect himself, other personnel, the rough terrain forklift truck, and other material.

The operator shall be familiar with the operation and function of all controls and instruments before undertaking to operate the rough terrain forklift truck **Before** operating any rough terrain forklift truck, truck operators shall have read and be familiar with the operator's manual for the particular truck being operated; they shall also abide by the safety rules and practices according to the Manufacturers recommendations and Brieser Safety Policies.

General

Before starting to operate the rough terrain forklift truck:

- (a) Be in operating position and fasten seat belt, if so equipped;
- (b) Place directional controls in neutral;
- (c) Disengage clutch on manual transmission equipped rough terrain forklift trucks, or apply brake on Power shift or automatic transmission-equipped trucks;
- (d) Start engine.

Do not start or operate the rough terrain forklift truck, any of its functions or attachments, from any place other than from the designated operator's position. Keep hands and feet inside the operator's designated area or compartment. Do not put any part of the body outside the operator compartment of the rough terrain forklift truck.



Never put any part of the body into the mast structure or between the mast and the rough terrain forklift truck.

Never put any part of the body within the reach mechanism of the rough terrain forklift truck or other attachments. Understand rough terrain forklift truck limitations and operate the truck in a safe manner so as not To cause injury to personnel. Safeguard pedestrians at all times. Do not drive a rough terrain forklift truck up to anyone standing in front of an object. Exercise particular care during backing and other operations where pedestrians may step into the path of travel of the truck.

Do not allow anyone to stand or pass under the elevated portion of any rough terrain forklift truck, whether empty or loaded.

Do not permit passengers to ride on rough terrain forklift trucks unless a safe place has been provided by the manufacturer.

The passenger shall:

- remain seated at all times except when entering and exiting;
- fasten the seat belt;
- keep all parts of the body, including hands and feet, inside the passenger compartment;
- Keep clear of, and make no contact with, the operating controls of the rough terrain forklift truck. The operator shall only operate the rough terrain forklift truck in a manner that ensures the passenger's safety.

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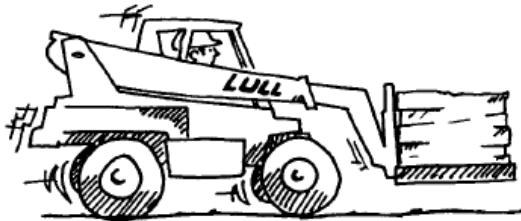
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Material Needed	<ul style="list-style-type: none"> Operators Manual Skid Steer for Hands On Training Open area to perform hands on Orange cones for serpentine course 	Hands On Session: All participants will be required to perform a pre-operational inspection and operating control demonstration. A work assignment must be performed using the RTV Fork attachments in a variety of applications, while traveling and turning with the RTV loaded and empty.

- Check clearance carefully before driving under electrical lines, bridges, etc.
- A rough terrain forklift truck is attended when the operator is less than 25 ft. (7.6 mm) from the truck, which remains in his view.
- A rough terrain forklift truck is unattended when the operator is 25 ft. (7.6 mm) or more from the truck, which Remains in his view, or whenever the operator leaves the truck and it is not in his view.

Before leaving the operator's position:

- bring rough terrain forklift truck to a complete stop;
- place directional controls in neutral;
- apply the parking brake(d)lower load-engaging means fully, unless supporting an elevated platform; In addition, when leaving the rough terrain forklift truck unattended:
- Stop the engine
- if the rough terrain forklift truck must be left on an incline, block the wheels;
- Fully lower the load-engaging means.

Traveling



Drive slow and carry the load as low as possible.

- On rough terrain forklift trucks equipped with individual wheel brake pedals, lock pedals together for simultaneous operation before travel on public roads or when changing job sites.
- For rough terrain forklift trucks equipped with a differential lock, the lock should not be engaged when driving on the road or at high speeds or when turning. If the lock is engaged when turning, there could be loss of steering control.
- Observe all traffic regulations including authorized speed limits. Under normal traffic conditions, keep to the right. Maintain a safe distance, based on speed of travel, from

the truck ahead; and keep the truck under control at all times.

- Yield the right of way to pedestrians and emergency vehicles such as ambulances and fire trucks.
 - Do not pass another truck traveling in the same direction at intersections, blind spots, or at other dangerous locations.
 - Slow down and sound the audible warning device(s) at cross aisles and other locations where vision is obstructed.
 - Cross railroad tracks at an angle wherever possible. Do not park closer than 6 ft. (1.8 m) to the nearest rail of a railroad track.
 - Keep a clear view of the path of travel and observe for other traffic, personnel, and safe clearances.
 - If the load being carried obstructs forward view, travel with the load trailing.
 - Ascend or descend grades slowly, and with caution.
1. When ascending or descending grades in excess of 5%, loaded rough terrain forklift trucks shall be driven with the load upgrade.
 2. Unloaded rough terrain forklift trucks should be operated on all grades with the load-engaging means downgrade.
 3. On all grades, the load and load-engaging means shall be tilted back, if applicable, and raised only as far as necessary to clear the road surface.
 4. Avoid turning, if possible, and use extreme caution on grades, ramps, or inclines; normally travel straight up and down.

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- Under all travel conditions, operate the rough terrain forklift truck at a speed that will permit it to be brought to a stop in a safe manner.
- Travel with load-engaging means or load low and, where possible, tilted back. Do not elevate the load except during stacking.
- Make starts, stops, turns, or direction reversals in a smooth manner so as not to shift load and/or overturn the rough terrain forklift truck.
- Do not indulge in stunt driving or horseplay.
- Slow down for wet and slippery floors. Before driving over a dock board or bridge plate, be sure that it is properly secured. Drive carefully and slowly across the dock board or bridge plate, and never exceed its rated capacity.
- Do not drive rough terrain forklift trucks onto any elevator unless specifically authorized to do so. Approach elevators slowly, and then enter squarely after the elevator car is properly leveled. Once on the elevator, neutralize the controls, shut off engine, and set brakes. It is advisable that all other personnel leave the elevator before truck is allowed to enter or leave.
- When negotiating turns, reduce speed to a safe level, and turn steering hand wheel in a smooth, sweeping motion. Except when maneuvering at a very low speed, turn the steering hand wheel at a moderate, even rate.

Loading

Improper use of stabilizer controls (if so equipped) could cause rough terrain forklift truck upset. Always lower the carriage before operating stabilizer controls.

For rough terrain forklift trucks equipped with lateral leveling:

- Always level the frame before raising the boom or mast, with or without load.
- Lateral leveling should not be used to position an elevated load; instead, lower the load and reposition the rough terrain forklift truck.

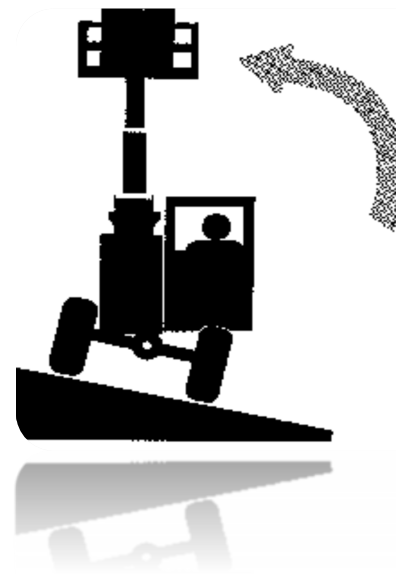
Handle only stable or safely arranged loads.

- When handling off-center loads that cannot be centered, operate with extra caution.
- Handle only loads within the capacity of the rough terrain forklift truck.
- Handle loads exceeding the dimensions used to establish rough terrain forklift truck capacity with extra caution. Stability and maneuverability may be adversely affected.

When attachments are used, extra care shall be taken in securing, manipulating, positioning, and transporting the load. Operate rough terrain forklift trucks equipped with attachments as partially loaded trucks when not handling a load.

Completely engage the load with the load engaging means. Fork length should be at least two thirds of load length. Where tilt is provided, carefully tilt the load backward to stabilize the load. Caution should be used in tilting backward with high or segmented loads.

Use extreme care when tilting load forward or backward, particularly when high tiering. Do not tilt forward with load-engaging means elevated except to pick up or deposit a load over a rack or stack. When stacking or tiering, use only enough backward tilt to stabilize the load.



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The handling of suspended loads by means of a crane arm (boom) or other device can introduce dynamic forces affecting the stability of a rough terrain forklift truck that are not considered in the stability. Grades and sudden starts, stops, and turns can cause the load to swing and create a hazard if not externally stabilized.

(a) When handling suspended loads:

(1) Do not exceed the truck manufacturer's capacity of the rough terrain forklift truck as equipped for handling suspended loads;

(2) Only lift the load vertically and never drag it horizontally;

(3) transport the load with the bottom of the load and the mast as low as possible;

(4) With load elevated, maneuver the rough terrain forklift truck slowly and cautiously, and only to the extent necessary to permit lowering to the transport position;

(5) Use guy lines to restrain load swing whenever possible



Stability

Rough terrain forklift trucks which comply with the stability requirements are stable when properly operated. Improper operation, faulty maintenance, or poor housekeeping may contribute to a condition of instability.

Other conditions which may affect stability are:

- ground and floor conditions
- grade
- speed † loading
- dynamic and static forces
- wheelbase
- counterweight location † improper tire inflation
- the judgment exercised by the operator
- Rough terrain forklift trucks equipped with attachments must be operated as a partially loaded truck even when there is not a load on the attachment.
- **The amount of forward and rearward tilt to be used is governed by the application. The use of maximum rearward tilt is allowable under certain conditions, such as traveling with the load lowered. The stability of a rough terrain forklift truck does not encompass consideration for excessive tilt at high elevations or the operations of trucks with excessive off-center loads.**

TRAINING

This is a performance-oriented standard. The regulation lets the employer determine when the employee has successfully completed the training. The bottom line is that successful completion requires the trainee to perform all required operations safely.

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Brieser employees who operate Rough Terrain Vehicles (RTV's) are required to successfully complete an (RTV) operating training program along with hands-on training prior to operating an (RTV). All operators must be retrained every three years through successful completion of the hands-on training. The operator training program includes classroom instructions, a written test and proficiency demonstration of hands-on operation

1. Only authorized and trained personnel should be permitted to operate a lift truck.
2. Only trained personnel are permitted to operate powered industrial (RTV) trucks. All new operators will receive training which includes formal instruction, practical training and evaluation of the operator's performance in the workplace. This training will be conducted by a competent trainer and will cover the topics required in OSHA 1910.178 (1) (3). Including:
 3.
 - Load Capacity ratings
 - Manufacturer's instructions or Operators' Manual
 - Safe distances from the edge of ramps or platforms
 - Refueling and/or charging or recharging of batteries
 - Visibility limitations during loading and unloading
 - Prohibited use of additional counterweight
 3. An evaluation of each Rough Terrain Vehicle operator's performance shall be conducted at least once every three years. If an operator has previously received training and such training is appropriate to the truck and working conditions encountered, additional training is not required if the operator has been evaluated and found competent to operate the truck safely.
 4. Refresher training in relevant topics shall be provided to the operator when:
 - a. The operator has been observed to operate the vehicle in an unsafe manner;
 - b. The operator has been involved in an accident or near-miss incident;
 - c. The operator has received an evaluation that reveals that the operator is not operating the truck safely;
 - d. The operator is assigned to drive a different type of truck; or
 - e. A condition in the workplace changes in a manner that could affect safe operation of the truck.

Important Notice

This Safety Training Topic (STT) does not necessarily cover all possible hazards associated with this equipment and should be used in conjunction with equipment manual. It is designed as a guide to be used to compliment training in the field at Brieser Construction and as a reminder to users prior to equipment use.

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EMPLOYEE NAME (Print or Type)	EMPLOYEE SIGNATURE	TRADE	JOB TITLE
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