

Advanced On-Site Assessment

Forklift side-loader - A15



Resources required

Machine	<ul style="list-style-type: none"> • Side-loader forklift with a rated lifting capacity of at least 2 tonnes and: <ul style="list-style-type: none"> - a seatbelt, ROPS and FOPS units - standard forks
Area	<ul style="list-style-type: none"> • Flat surface for travelling on and for placing/stacking loads • Clear straight run not less than 10 metres in length
Other equipment	<ul style="list-style-type: none"> • Structure, racking or stacking to allow loads to be placed at least 85% of the forklift's rated height • Items to create restrictions for manoeuvring
Loads	<ul style="list-style-type: none"> • LOAD 1 1 x load at least 50% of the rated capacity of the forklift • LOAD 2 3 x same-sized loads (on pallets) for stacking purposes • LOAD 3 A wide load at least 4 metres in length
Notes	<ul style="list-style-type: none"> • The machine selected for the test must be of at least 2 tonnes lift capacity, in serviceable condition and conform with current legislation • The operator's manual must be with the forklift and all other related supporting documents such as risk assessment etc. • The weight of all loads must be known • The high level load-placing must be at least 85% of the forklift's full rated height • Items for LOAD 2 must be safe for stacking

Advanced On-Site Assessment

Forklift side-loader - A15



Activity instructions

<p>Sequence</p>	<ul style="list-style-type: none"> • Activity 1 must be undertaken at the start of the test • Activities 2–8 can be undertaken in any order • Activity 8 may be incorporated during activities 6 or 7 • Activity 10 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
<p>Preparing for work</p>	<ol style="list-style-type: none"> 1. Complete all manufacturers' pre-start and running checks and prepare the forklift for travel as detailed in the operator's manual which must be referred to by the candidate during the activity <ul style="list-style-type: none"> • Additional information to be identified by the candidate referring to the operator's manual. Tester to decide what information will be identified
<p>Travelling & manoeuvring <i>(refer to specifications)</i></p>	<ol style="list-style-type: none"> 2. In an unladen state and with LOAD 1, pass through a chicane executing full right- and left-hand turns in a forward and reverse direction 3. With LOAD 3, reverse with a load in a straight line for at least 15 metres and pass through a restriction at the end of the run 4. Reverse up to a structure or object
<p>Setting up for work</p>	<ol style="list-style-type: none"> 5. Prepare and set the forklift for each lift
<p>Working tasks <i>(refer to specifications)</i></p>	<ol style="list-style-type: none"> 6. Lift and place LOAD 1 at high level on/in the structure/stack. When placed, move the forklift away from the structure/stack. Then retrieve the load, lower to ground level and place at a given point 7. Pick and place Load 2 within 150 mm of a given object or structure. Stack remaining LOAD 2s vertically on top of each other (creating a 3 high load stack). On completion, de-stack all of LOAD 2 and place alongside each other in a straight line 8. Carry out undercutting by both lifting and placing a load
<p>Completing work</p>	<ol style="list-style-type: none"> 9. All loads to be placed at ground level following completion of each activity
<p>Shutting down</p>	<ol style="list-style-type: none"> 10. Park the forklift and carry out shut-down and securing procedures
<p>Notes</p>	<ul style="list-style-type: none"> • The forks must be set to the widest position at the start of the test • If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Advanced On-Site Assessment

Forklift side-loader - A15



Activity measurements

Load placing	<ul style="list-style-type: none">• 100 mm of a given position
Load placing (stacking)	<ul style="list-style-type: none">• Maximum of 75 mm clearance between each load when placed back at ground level (activity 8)
Manoeuvring (chicane and reversing)	<ul style="list-style-type: none">• Maximum clearance less than 300 mm or 10% of the machine's width (the greater applies) between the forklift and chicane/restriction sides when undertaking each turn, or passing through
Reversing clearance (against structure)	<ul style="list-style-type: none">• Maximum clearance less than 200 mm
Test timings	<ul style="list-style-type: none">• The test must be completed within 1 hour

Advanced On-Site Assessment

Forklift side-loader - A15

Basic details



Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory	Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks as per the manufacturers' operating handbook (or responses to relevant questions)	
Travelling	2 Forklift set for travel	
	3 Restrictions cleared	
	4 Seat belt worn	
	5 Limbs and body kept within confines of cab/frame (when travelling)	
	6 Straight line kept during reversing activity	
	7 Loads secure and in correct position on forks/bed	
	8 Reversed up to structure within given clearance	
Setting up	9 Encountered hazards cleared	
	10 Allocated area checked and clear of hazards prior to lifting or controlled as per risk assessment	
	11 Loads assessed for weight and condition prior to lifting	
	12 Forks spaced to match loads	
Working tasks	13 Forklift level prior to lifting or placing loads	
	14 SWL not exceeded at all times	
	15 Machine's stability maintained at all times	
	16 Loads/pallets not damaged during operations	
Completing	17 Parking brake applied and neutral selected before lifting and placing loads	
	18 Undercut loads	
Shutdown	19 Loads left safe and secure	
Other	20 All shut down and securing procedures	
	21 Legislation, manufacturers' and health and safety requirements complied with	
	22 Test completed within the given time	

All of these items must be awarded Achieved / Not achieved

Faults	Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1 Forklift mounting and dismounting		1	
	2 Identify information from the Operator's Manual		2	
	3 Full observation before moving and reversing		3	
	4 Maintaining full observation whilst travelling		2	
	5 Matching travel speed to ground conditions and type		1	
	6 Placing all loads at the given points within the given tolerance		2	
	7 Forks clear of load when travelling (unless tilted)		1	
	8 Load clear of deck prior to traversing in		2	
Working	9 Keeping forks low but clear of the ground during travel		2	
	10 Positioning and setting the forklift when lifting or placing loads		2	
	11 Entering and exiting loads cleanly		1	
	12 Loads heeled whilst travelling (if applicable)		1	
	13 Sequence of using hydraulic/lifting controls		2	
	14 Smooth use of the steering, braking, transmission and hydraulic controls		1	
Not exceeded five penalties		Total penalties		
<input type="checkbox"/> Achieved / Not achieved <input type="checkbox"/>				