



TRAINING OUTLINE

COURSE TITLE: _____ **DATE:** _____ **INSTRUCTOR:** _____

LOCATION: _____ **TIME:** _____ **COMPANY:** _____

Safety training was conducted on the above date by the instructor indicated. The following line items identify the topics covered during the training session.

SUMMARY OF TRAINING

1) Introduction

- a) Standards
- b) Why Training

2) Anatomy

- a) PPE
- b) Interior Check
 - 1) Operator's Manual
 - 2) Cab Floor
 - 3) Seat
 - 4) Seat Belt
 - 5) Controls
 - 6) Steering Wheel
 - 7) Brakes
 - 8) Horn
 - 9) Windows
 - 10) Mirrors
 - 11) Labels

c) Exterior Check

- 1) Frame
- 2) ROPS
- 3) Tires
- 4) Engine
- 5) Connections
- 6) Lights
- 7) Hydraulics
- 8) Attachments
- 9) Bucket
- 10) Forks
- 11) Labels
- 12) Case Study: Lifting



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3) Stability

- a) ROC
- b) Tipping Capacity
- c) Rated Capacity
- d) Breakout Force
- e) Center of Gravity
- f) Stability Pyramid
- g) Load Charts
- h) Ground Conditions
- i) Case Study: Attachments

4) Safe Operations

- a) Personal Health
 - 1) Physical Health
 - 2) Mental Health
 - 3) Distractions
 - 4) PPE
- b) Know your Machine
 - 1) Mounting
 - 2) Seat Belts
 - 3) Controls
 - 4) Steering
 - 5) Approach
 - 6) Dumping
 - 7) Spreading
 - 8) Considerations
 - 9) Ramps
- c) Know Your Worksite
 - 1) Communication
 - 2) Pedestrians
 - 3) Traveling
 - 4) Safe Speeds
 - 5) Right of Way
 - 6) Reversing
 - 7) Hazards
 - 8) Case Study: Visibility

5) Conclusion