

Safe forklift loading and unloading

Forklifts are essential tools for loading and unloading materials, but it's crucial to operate them safely to avoid accidents. Follow these steps to help ensure safe and efficient loading and unloading, regardless of the task.

Loading tips

- **Chock the wheels:** When unloading a semitrailer, place chocks under the wheels on both sides to prevent movement
- **Clear your path:** Always check that your route is free from obstacles
- **Check the load weight:** Verify that the load is within the forklift's rated capacity
- **Plan ahead:** Ensure each load is secure and stable before moving
- **Center the load:** Center the forks under the load to keep it balanced
- **Extend the forks fully:** Make sure the forks are all the way into the pallet
- **Make multiple trips:** For heavy loads, it's safer to make more trips instead of overloading
- **Stack carefully:** Don't stack loads higher than the backrest or on top of the cab
- **Lift safely:** Raise the load just 4-6 inches off the floor
- **Avoid moving while lifting:** Never raise or lower the forks while driving



Unloading tips

- **Position the forklift:** Stop in front of the unloading area, then lift the load to the required height
- **Lower before moving:** Completely lower the load before backing out
- **Place the load carefully:** Ensure the load is placed securely on another pallet, directly in a production area, or on the floor; move slowly, tilt the forks forward to level it, and avoid placing loads in aisles or in front of fire exits
- **Lower the load:** Once in place, lower the forks back to the floor
- **Check for pedestrians:** Back up slowly, ensuring there are no pedestrians or obstacles behind you
- **Clear the rack:** Make sure the forks have fully cleared the load or rack before lowering