

## FIXED MAST FORKLIFT PERFORMANCE EVALUATION

Name: \_\_\_\_\_  
Print

Prior experience: \_\_\_\_\_ years

Equipment Manufacturer: \_\_\_\_\_

Model: \_\_\_\_\_

Capacity: \_\_\_\_\_

	PASS	FAIL
1. Operator locates manufacturers' equipment and safe operating manual.	_____	_____
2. Verifies the load capacity of the machine.	_____	_____
3. Inspects machine for any structural defects.	_____	_____
4. Checks all fluids and tires.	_____	_____
5. Checks all safety equipment (horn, lights, fire extinguisher, back-up alarm etc).	_____	_____
6. Checks all ground conditions.	_____	_____
7. Starts machine and allows necessary time to warm up and uses seatbelt.	_____	_____
8. Demonstrates all vehicle controls.	_____	_____
9. Checks all work area conditions, including overhead obstructions and power lines.	_____	_____
10. Performs a full head check to look for persons or obstacles prior to moving the forklift.	_____	_____
11. Travels safely in machine with and without a load. Demonstrates skill in handling and maneuvering various loads.	_____	_____
12. Demonstrates ability to pick up and set down loads while making sure it is within the capacity of the machine.	_____	_____
13. Shuts down machine properly, with forks flat on the ground.	_____	_____

The individual above has passed a performance evaluation and written examination on a Fixed Mast Forklift. Haskell Corporation certifies this individual as being competent in the operation of this device.

Names and signatures below certify that the above individual has completed and passed the performance evaluation.

Employee: \_\_\_\_\_  
Print Name Signature Date: \_\_\_\_\_

Competent Person: \_\_\_\_\_  
Print Name Signature Date: \_\_\_\_\_