ELLANICO EARTHMOVERS

# Forklift
# Theory Notes & Student Notebook

FREE LEARNING RESOURCE · ZIMBABWE

## Industrial truck fundamentals

Forklifts are powered industrial trucks designed to lift, carry and place loads over short distances. Safe use depends on understanding the truck type, its rated capacity, load centre, stability triangle, attachment effects, floor conditions and pedestrian movement.

## 1. Learning objectives

By the end of this introductory theory topic, a learner should be able to:

- Describe the main purpose and common applications of a forklift.
- Identify major machine systems and explain their general functions.
- Recognise common workplace hazards and the importance of pre-use checks.
- Explain why manufacturer instructions, site rules and supervised practical training are essential.

## 2. Main components and terminology

mast, forks, carriage, load backrest, overhead guard, counterweight, tyres, hydraulic system, capacity plate

## 3. Safety and responsible work practices

Never exceed the rated capacity; keep people clear of raised loads; inspect forks and tyres; use seat belts and restraints where fitted; keep loads stable and low while travelling; follow site traffic routes; only trained and authorised operators should operate.

## 4. Before practical training

Before any practical session, learners should receive a site induction, understand emergency procedures, wear the required personal protective equipment, identify exclusion zones and know who is supervising the activity. A pre-use inspection must follow the machine manufacturer's checklist and the employer's approved procedure. Defects must be reported and unsafe equipment must not be used.

## 5. Knowledge check

1 What are the main tasks a forklift is designed to perform?

2 Name at least four important components or systems.

3 Why must the operator understand the machine's rated limits and manufacturer instructions?

4 Give three hazards that may be present in the work area.

5 What should a learner do if a machine appears defective or an unsafe condition is identified?

## Learner notes

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## IMPORTANT TRAINING NOTICE

This notebook is introductory educational theory material. It is not an operator licence, competency assessment, manufacturer manual or substitute for supervised practical training. Machine models and procedures differ. Always follow the specific manufacturer's operating manual, applicable Zimbabwean laws and site safety requirements. Do not operate machinery unless properly trained, authorised and supervised as required.