



Australian Government

TLILIC0003 Licence to operate a forklift truck

Release: 1

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Modification History

Release 1. This is a release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit specifies the skills and knowledge required to operate a forklift truck safely in accordance with all relevant legislative requirements. Competence in this unit, does not in itself result in a HRWL licence to operate this plant.

Forklift truck means a powered industrial truck equipped with lifting media made up of a mast and an elevating load carriage to which is attached a pair of fork arms or other attachments that can be raised 900 mm or more above the ground, but does not include a pedestrian-operated truck or a pallet truck.

A person performing this work is required to hold a forklift truck High Risk Work Licence (HRWL).

This unit requires a person operating a forklift truck to:

- plan for the work/task
- prepare for the work/task
- perform work/task
- pack up

Licensing/Regulatory Information

Legislative and regulatory requirements are applicable to this unit of competency.

This unit is based on the licensing requirements of Part 4.5 of the Model Work Health and Safety (WHS) Regulations and meets Commonwealth, State and Territory HRWL requirements.

The National Assessment Instrument (NAI) is the mandated assessment for the HRWL to operate the relevant licencing class as detailed in this unit.

Pre-requisite Unit

Not applicable

Competency Field

LIC - Licencing Units

Unit Sector

Not applicable

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

1 Plan work/task

- 1.1 Task requirements are identified from work orders or equivalent and confirmed with relevant people and site inspection is conducted in accordance with workplace procedures
- 1.2 Work area operating surface is assessed to determine suitability for operational use of forklift truck in accordance with workplace procedures
- 1.3 Suitability of forklift truck and attachment working load limit (WLL) is determined for the load/s and work/task requirements in accordance with manufacturer requirements and workplace procedures
- 1.4 Working area is inspected and appropriate paths for operating the forklift truck and moving and placing load/s in work area are assessed and managed in accordance with workplace procedures
- 1.5 Hazard and risk control measures are identified and reported to relevant person/s in accordance with workplace procedures
- 1.6 Traffic management plan implementation is confirmed in accordance with workplace procedures
- 1.7 Appropriate communication procedures are identified with relevant people in accordance with workplace procedures
- 1.8 All work is confirmed to ensure coverage of work/task requirements for the relevant work area is in accordance with workplace procedures

- 2 Prepare for work/task**
- 2.1** Consultation with workplace person/s is maintained to ensure workplan is clear and consistent with site requirements in accordance with safe work procedures
 - 2.2** Weather and work environmental conditions are assessed to determine any impact on forklift truck operations in accordance with manufacturer requirements and safe work procedures
 - 2.3** Risk control measures for hazards identified are checked for implementation in accordance with safe work procedures
 - 2.4** Forklift truck is accessed in a safe manner in accordance with manufacturer requirements and workplace procedures
 - 2.5** Forklift truck logbook is checked in accordance with manufacturer, regulatory requirements and safe work procedures
 - 2.6** Pre-start checks are carried out and any damage and defects are reported, recorded and appropriate action is taken in accordance with safe work procedures and manufacturer requirements
 - 2.7** Forklift truck is set up correctly with any relevant attachments as per work plan in accordance with relevant manufacturer requirements including data plate and safe work procedures
 - 2.8** Operational checks are carried out and any damage and defects are reported, recorded and appropriate action is taken in accordance with manufacturer requirements and safe work procedures
 - 2.9** Hazard and risk control measures are checked for implementation and communicated to people in the work area in accordance with safe work procedures
- 3 Perform work/task**
- 3.1** Weight and positioning of load is assessed to ensure compliance with forklift truck data plate requirements and in accordance with safe work procedures
 - 3.2** Forklift truck is operated safely in accordance with manufacturer requirements and safe work procedures

- 3.3 Loads are monitored constantly when lifting, moving, lowering and placing to ensure stability of load and avoidance of hazards in accordance with safe work procedures
 - 3.4 Unplanned and unsafe situations are responded to in accordance with safe work procedures
 - 3.5 Loads are picked up, transported and placed using all forklift truck movements in accordance with safe work procedures
 - 3.6 Forklift truck is parked, switched off and isolated appropriately in accordance with manufacturer requirements and safe work procedures
- 4 Pack Up**
- 4.1 Forklift truck shutdown procedures are carried out in accordance with manufacturer requirements and safe work procedures
 - 4.2 Forklift truck is secured to prevent unauthorised access/use in accordance with safe work procedures

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions may be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLILIC2001 Licence to operate a forklift truck

Links

Companion Volume Implementation Guide -

<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851>