

# MATERIALS HANDLING EQUIPMENT

## SELF ASSESSMENT

Please choose the answers below that best describe your current processes:

**1. Do you deliver Specific Job and Familiarisation Training?**

- A. Yes, for all material handling equipment operators
- B. Sometimes
- C. Occasionally
- D. Never

**2. Does your authorisation to operate cover the following: Machine Type, Operating Area, Expiry Date**

- A. Yes, all 3 are included
- B. 2 of the 3 are included
- C. 1 of the 3 is included
- D. We don't issue authorisation to operate

**3. Do you have key custody arrangements that prevent untrained people driving equipment that are enforced?**

- A. Yes and they are enforced
- B. We do, but not always enforced
- C. Yes but it's rarely enforced
- D. We don't have key custody arrangements as you describe

**4. Do you train the managers and supervisors of materials handling equipment operators?**

- A. Yes they are all trained
- B. Some of them are trained
- C. Only 1 of them is trained
- D. They are not trained

**5. Do you have safe systems of work for your materials handling operations?**

- A. Yes and they are documented
- B. Yes but not documented
- C. For some operations
- D. No

**6. Do you carry out regular, planned refresher training on each piece of materials handling equipment?**

- A. Yes, for all MHE equipment
- B. For most of the equipment
- C. For a few pieces of equipment
- D. No

**Answers**

<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
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<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
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<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
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<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
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<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Answers

7. **Is the training you provide for materials handling equipment largely practical in nature?**

- A. Yes, it is about 80% practical, 20% theory
- B. It is a 50/50 split
- C. We spend more time in the classroom than we do practicing driving the piece of equipment
- D. We don't do training for each piece of materials handling equipment

A	B	C	D
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### If you answered mostly 'A'

You sound like you are probably doing most things correctly, give us a call if you want us to double check on +44(0)1952 520238

#### If you answered mostly 'B'

Your answers suggest you have the right things in place but might need to enforce them a little more, give us a call if you would like us to help with that on +44(0)1952 520238

#### If you answered mostly 'C'

From your answers it sounds like there is some level of compliance but there is definitely room for significant improvement. Please call us to book on +44(0)1952 520238

#### If you answered mostly 'D'

It sounds like a HealthCheck is essential for you, you might not be legally compliant. Please call us to get this booked in as soon as possible on +44(0)1952 520238

#### Please Note:

Please note this questionnaire is issued to provide you with guidance only. We do not guarantee, warrant or imply the accuracy of its findings and they should not be relied upon under any circumstances to confirm legal compliance or best practice.

To find out more or to book your materials handling equipment training HealthCheck, call:  
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