



Lift Truck
Operator Certification Transfer
Nova Scotia
CSA and OH&S Compliant



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Saga Universal Training Corp. is dedicated to reducing deaths caused by illness and injury. The goal of this program is to ensure operators have the *basic knowledge and skills* required for the safe operation of their equipment and its attachments. However, due to the different types of Mobile Equipment, certain statements in this program may not apply.

Job and/or familiarization of operators for particular machines or specialized equipment used in specific workplace environments are in addition to this training. It is expected that an employer will take the fundamentals of this training and apply them to their specific machine and workplace.

Readers should not assume that reviewing this manual alone constitutes complete Mobile Equipment operator training.

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Saga Universal Training Corp. wishes to acknowledge the efforts of all the people who contributed to the writing, editing, and layout of this manual. It is our hope that this manual and the resulting training program will aide in the reduction of preventable injuries and property damage with the necessary knowledge, skills and confidence to operate Mobile Equipment safely.

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DISCLAIMER

The information contained in this manual is intended to supplement the specific information that is contained in the Mobile Equipment manufacturers' operating manual(s).

It is expected that an employer will take the fundamentals of this training and apply them to their specific machine and workplace.

Job and/or familiarization of operators for particular machines or specialized equipment used in specific workplace environments are in addition to this training.

Although every effort is made to ensure the accuracy, currency and completeness of the information, Saga does not guarantee, warrant, represent or undertake that the information provided is correct, accurate or current. Saga is not liable for any loss, claim, or demand arising directly or indirectly from any use or reliance upon the information.

COURSE DESCRIPTION

Program Overview

- This is a “Certification Transfer” course; which means basic operational training, skills, and knowledge must have been acquired through a full Saga mobile equipment course prior to enrolment.
- The focus of a “Certification Transfer” course is the legislative and regulatory requirements of the jurisdiction for which the certificate will be issued.
- The combination of successful completion of a Saga mobile equipment Operator Certification course and Certification Transfer course provides the basic training, skills, and knowledge necessary to operate the equipment within the jurisdiction where certification is being transferred to.
- In this course “mobile equipment” is interchangeable with “powered mobile equipment (PME)” as used in other jurisdictions.
- This course follows the Nova Scotia Occupational Health and Safety Act, and Occupational Health and Safety Act Regulations.
- This program takes into consideration the guidelines and principals of the Canadian Centre for Occupational Health and Safety (CCOHS).
- This program provides the minimum requirements for the training of operators for mobile equipment and is intended to supplement a company’s larger Health & Safety Management System.

Course Goals:

- The student should have an awareness of the various legislation, regulations and standards that pertain to mobile equipment in British Columbia.
- The student should understand the roles and responsibilities of employers and employees as they relate to the operation of mobile equipment in British Columbia.

Prerequisites

- Students must have a current Saga mobile equipment operator certificate.
- The student should have an awareness of the various standards that pertain to mobile equipment.
- The student should understand the importance of mobile equipment inspections and how to conduct the inspections safely.
- The student should be familiar with safe operating procedures for mobile equipment.
- The student should be familiar with different types of mobile equipment, their basic structural components, basic function, and potential hazards while operating mobile equipment and how to control those hazards.
- The student should have a basic understanding of the proper use of mobile equipment attachments and potential hazards associated with mobile equipment attachments.
- The student should have a basic understanding of the operation of the most common Mobile Equipment.

Certification:

- At the end of the course there will be a multiple choice, open-book exam, of which at least 80% correct must be achieved.
- Certificates of training issued by Saga Universal Training Corp. must be recognized by the employer.
- Certification Transfer certificates will be for the same equipment as the “Operator Certification” certificate presented to enrol in this certification transfer course.
- Certification Transfer certificates expire on the same date as the operator certification presented to enrol in this certification transfer course.

NOVA SCOTIA LEGISLATION AND REGULATIONS

Workplace Hazardous Materials Information System (WHMIS)

The federal law relevant to WHMIS is “The Hazardous Products Act”, this places duties on suppliers, who sell or import a hazardous material for use in a workplace in Canada, to provide supplier labels and material safety data sheets to their customers.

Nova Scotia WHMIS Requirements (Provided for reference only)

- Nova Scotia’s WHMIS Regulations place duties on employers at any workplace covered by the Occupational Health and Safety Act where hazardous materials are used, stored, or handled.
- Follow this link, [Interpretation Guide for Nova Scotia’s WHMIS Regulations](#), and use this document as a reference as required.

Transportation of Dangerous Goods (TDG)

The purpose of the Transportation of Dangerous Goods (TDG) Act and Regulations is to promote public safety when dangerous goods are being handled, offered for transport or transported by road, rail, air, or water (marine). TDG also establishes safety requirements. The Act and regulations are administered by Transport Canada's Transport Dangerous Goods Directorate.

Nova Scotia TDG Requirements (Provided for reference only)

- The Transportation of Dangerous Goods Act and Regulations sets standards for shipments of harmful chemicals, to protect the public and those moving the goods.

'Dangerous Goods' are defined in the regulations. Examples are, explosives, compressed gas (such as oxygen, propane, aerosols), flammable liquids (such as paint, gasoline, diesel fuel), oxidizing substances, toxic substances (poison), infectious substances, corrosive substances, and miscellaneous goods that pose enough of a risk in transport to justify regulation.

- Follow this link, [Transportation of Dangerous Goods in Nova Scotia](#), and use this document as a reference as required.

Occupational Health and Safety Act

Follow this link, [Occupational Health and Safety Act](#), and familiarize yourself with:

DUTIES AND PRECAUTIONS

- Section 13 Employers' precautions and duties
- Section 17 Employees' precautions and duties
- Any other section that may apply to you at your work site.

ENFORCEMENT

- Sections 71 - 73
- Section 74 Offences and penalties
- Any other section that may apply to you at your work site.

Occupational Health and Safety Act Regulations

Follow this link, [Occupational Health and Safety Act Regulations](#), and familiarize yourself with:

- Part 2 – General; Section 4 Duties of parties
- Part 7, Lift Trucks.
- All applicable sections of Parts 5, 6, 7, and 8.
- Any other section that may apply to you at your work site.

Follow this link, [A Guide to Part 7 of the Occupational Safety General Regulations](#), and familiarize yourself with the entire document.

Follow this link, [Nova Scotia Occupational Health and Safety Division](#), and use this document as a reference as required.