



# Lift Truck Operator Certification Transfer Ontario 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 powered 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 powered 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 aid in the reduction of preventable injuries and property damage with the necessary knowledge, skills and confidence to operate powered 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 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.

In this course the participant is responsible for researching and determining the specific legislation and regulations that apply to them.

## **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 lift truck 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 lift truck 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 “powered mobile equipment” is interchangeable with “mobile equipment” as used in other jurisdictions.
- This course follows Ontario OH&S Act and Regulations.
- This program takes into consideration the guidelines and principals of the Canadian Centre for Occupational Health and Safety (CCOHS).
- This program takes into consideration the Canadian Standards Association B335-15 Safety Standard for Lift Trucks.
- This program provides the minimum requirements for the training of operators for lift trucks 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 lift trucks in Ontario.
- The student should understand the roles and responsibilities of employers and employees as they relate to the operation of lift trucks in Ontario.

## Prerequisites

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

## 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.

## ONTARIO LEGISLATION AND REGULATIONS

“Powered Mobile Equipment” means a self-propelled machine or combination of machines including a prime mover or a motor vehicle, designed to manipulate or move material or to provide a powered aerial device for workers.

### Ontario Occupational Health and Safety Act

Click on this link “[Ontario Occupational Health and Safety Act](#)” and review Part III

- Duties of Employers.
- Duties of Supervisors
- Duties of Workers
- Any other section that may apply to you at your work site.

You may find this document helpful in understanding the Act [Guide to the OH&S Act | Ontario](#)

### Ontario Regulation: Construction Projects

- Click on this link “[Ontario Regulation: Construction Projects](#)” and review Sections 93 - 113 Equipment, General.
- Any other sections that may apply to you at your work site.

### Guideline for the Safe Operation of Powered Lift Trucks | Ontario

Click on this link “[Guideline for Safe Operation of Powered Lift Trucks | Ontario](#)” and review all sections that may apply to you at your work site.

What was covered in this course?

- Legislation, regulations, and standards that pertain to powered mobile equipment in Ontario.
- The roles and responsibilities of employers and employees as they relate to the operation of mobile equipment in Ontario.