



Lift Truck Operator Certification Transfer Saskatchewan OH&S Compliant



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First Edition
December, 2021

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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.

For further information contact:

Saga Universal Training Corporation

E: mail – info@sagatraining.ca

Web Page – www.sagatraining.ca

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 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 the Saskatchewan Employment Act and the occupational health and safety 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 powered 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 powered mobile equipment in Saskatchewan.
- The student should understand the roles and responsibilities of employers and employees as they relate to the operation of powered mobile equipment in Saskatchewan.

Prerequisites

- Students must have a current Saga lift truck operator certificate.
- The student should have an awareness of the various standards that pertain to powered mobile equipment.
- The student should understand the importance of lift truck 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.

SASKATCHEWAN LEGISLATION AND REGULATIONS

Some employers and employees are not covered by employment standards. This includes:

- Employers under federal jurisdiction;
- Athletes while engaged in their athletic endeavour; and
- Family businesses employing only immediate family members.

“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 materials or to provide a work platform for workers.

“forklift” means a self-propelled machine that has a power-operated upright, angled or telescoping lifting device that can raise and lower a load for the purpose of transporting or stacking;

Whether you are an employer, supervisor or an employee, you must be aware of the OH&S legislation and regulations that apply to you and your workplace.

Saskatchewan Employment Act

Click on this link [Saskatchewan Employment Act](#) and thoroughly review:

- PART III Occupational Health and Safety
- Any other PART that may apply to you at your work site.

Saskatchewan OH&S Regulations

Click on this link [Saskatchewan OH&S Regulations](#), and thoroughly review:

- PART 3 General Duties, 3-1 General duties of employers, and 3-2 General duties of workers
- PART 11 Powered Mobile Equipment
- Part 12, Section 27 Forklifts
- Any other PART that may apply to you at your work site.

Understanding OH&S in Saskatchewan

Click on this link [Understanding OH&S in Saskatchewan](#)

This document provides simple explanations about the legislated requirements for occupational health and safety. It will help employers and workers better understand their rights and responsibilities for preventing injuries and illnesses in the workplace

Saskatchewan OH&S Requirements:

- A minimum of 16 hours, classroom and practical training combined (include the time for the prerequisite Saga course classroom and practical time).
- An employer or contractor shall conduct an examination of practical skills for each operator required or permitted to operate a specific type of powered mobile equipment.
- If an operator has previous experience in operating a specific type of powered mobile equipment and can demonstrate the operator's ability to the satisfaction of the person directing the training program, that person, may accept the operator's previous training and experience as meeting all or any part of the requirements of the training program.
- If an operator has not operated a specific type of powered mobile equipment for a period of 3 or more years or if the powered mobile equipment design has changed significantly, the employer or contractor shall; evaluate, re-train and re-examine the operator to ensure the operator's competency.

Further requirements that may have to be complied with if applicable:

- Specifications and Certifications (for equipment).
- Chemical Hazards, Biological Hazards and Harmful Substances.
- General Safety Precautions i.e. securing equipment and materials.
- Lifting and Handling Loads.
- Fork-mounted work platforms.
- Rigging: Inspection of ropes and rigging equipment, reeving: sheaves; spools; drums; wire ropes, rigging loads: hooks; safety catches; shackles; end fittings and connections, rigging slings: configurations; angles; safe working loads, safety factors for loads and workers, wire rope inspection and maintenance.
- Signalling if applicable: Designated signaller: position; visibility; methods of signalling (hand, radio).