SPECIFIC SAFETY INSTRUCTION SSI-M-1-7

FORKLIFT TRUCKS
1 INTRODUCTION

For the convenience of the reader, this Specific Safety Instruction uses the masculine gender only. However, its use shall be understood as referring to both genders unless the context clearly indicates a reference to one gender only.

1.1 Legal basis

In accordance with its intergovernmental status, the Organization establishes and updates Safety Rules to implement its Safety Policy.

This Specific Safety Instruction forms part of the CERN Safety Rules and is issued pursuant to the Staff Rules and Regulations and the CERN Safety Policy.

1.2 Purpose and scope

The purpose of this Specific Safety Instruction is to define the additional Safety requirements relating to forklift trucks, compared to General Safety Instruction GSI-M-1 “Lifting equipment and accessories”.

This Specific Safety Instruction does not apply to pallet trucks.

1.3 Definitions

For the purposes of this Specific Safety Instruction, the following definitions shall apply:

- **Applicable Laws**: all laws, treaties, rules, regulations and orders of any local, national or other authority having jurisdiction over a contractor or a collaborating institution.

- **Examination of the condition of lifting equipment**: examination whose purpose is to check that the lifting equipment and its supports are in good condition and to identify any wear and tear that could represent a hazard and which must include the following essential components:
  - chocking, anchoring and braking devices designed to immobilise mobile lifting equipment when not in operation;
  - brakes or equivalent devices designed to stop and then maintain the load or equipment in all positions;
  - devices designed to control the lowering of loads;
  - lifting blocks and pulley rims;
  - load and tipping/moment limiters;
  - devices limiting the movements of the lifting equipment and the load, such as motion limiters, derricking limiters, slewing limiters, anti-collision devices and fall protection devices;
  - hooks and mechanical, electromagnetic or pneumatic gripping devices;
  - load-bearing cables and chains.

- **Forklift truck**: any wheeled vehicle, except those which run on rails, designed to transport, tow, push, lift, stack or store in compartments all types of loads and which is driven by an operator. Depending on the type of truck, the operator may travel on the truck itself, walk alongside or behind it (for example operating it via a tiller arm or cable control box) or operate it remotely (for example using a radio remote control).

- **Member of the Personnel**: CERN Members of the Personnel as defined by the CERN Staff Rules and Regulations. Members of the Personnel comprise both employed and associated Members of the Personnel.

- **Test organisation**: entity holding a qualification from a qualification-certifying organisation.

- **User entity**: organic unit or contractor authorised to use an item of mechanical equipment belonging to or hired by CERN or a collaborating institution.

For other definitions please refer to section 1.3 of Safety Regulation SR-M “Mechanical equipment” and to General Safety Instruction GSI-M-1 “Lifting equipment and accessories”.
1.4 CERN Safety Rules and Laws

This Specific Safety Instruction is supplemented by the documents listed below, where they exist:

- Safety Regulations (SR);
- General Safety Instructions (GSI);
- Specific Safety Instructions (SSI);

and by the relevant provisions of the following Laws:

- Arrêté du 1er mars 2004 relatif aux vérifications des appareils et accessoires de levage (France).
- Arrêté du 2 décembre 1998 relatif à la formation à la conduite des équipements de travail mobiles automoteurs et des équipements de levage de charges ou de personnes (France).
- EN ISO 3691 — Industrial trucks — Safety requirements and verification (Europe).
- EN 16307-5 — Industrial trucks — Safety requirements and verification — Part 5: Supplementary requirements for pedestrian-propelled trucks (Europe).

In the event of any ambiguity or contradiction between the above-mentioned documents, they shall apply in decreasing order of priority, starting from the top.

2 ADDITIONAL SAFETY REQUIREMENTS COMPARED TO GSI-M-1

The following additional Safety requirements compared to General Safety Instruction GSI-M-1 shall apply to forklift trucks:

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<th>Phase of life cycle</th>
<th>Additional Safety requirements compared to GSI-M-1</th>
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<td>2.1</td>
<td>Design</td>
<td>Forklift trucks.</td>
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<td>Illustrative examples: Forklift trucks.</td>
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<td>2.2</td>
<td>Manufacture</td>
<td>Manufacture at CERN is prohibited. Adjustments are authorised, provided that they are made in accordance with the manufacturer’s instructions and with the approval of the HSE Unit.</td>
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<td>2.3</td>
<td>Procurement or arrival/presence on the CERN site</td>
<td>Prior to their arrival on the CERN site the hired equipment shall be supplied with the following reports: examination of condition; up-to-date periodic inspection.</td>
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<td>2.4</td>
<td>Installation</td>
<td>The assembly and installation test is not applicable.</td>
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<td>2.5</td>
<td>Acceptance and commissioning</td>
<td>No additional Safety requirement compared to GSI-M-1.</td>
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</table>
## Phase of life cycle

### 2.6 Use

Forklift trucks with combustion engines (petrol, diesel, gas) shall be used either outdoors or in well-ventilated buildings.

The user entity shall ensure that persons under its responsibility using forklift trucks:
- have received training in accordance with chapter 3, including recycling if applicable;
- have been declared medically fit;
- have been provided with the relevant training for their workplace or workstation.

### 2.7 Periodic inspections

In the case of manually powered forklift trucks the following examination is required:
- examination of the condition of the equipment: annually or at intervals specified by the manufacturer if required more than once per year.

In case of power-driven forklift trucks the following examination is required:
- examination of the condition of the equipment: twice-yearly or at intervals specified by the manufacturer if required more than every six months.

### 2.8 Maintenance

No additional Safety requirement compared to GSI-M-1.

### 2.9 Recommissioning

No additional Safety requirement compared to GSI-M-1.

### 2.10 Decommissioning/dismantling

No additional Safety requirement compared to GSI-M-1.

## 3 TRAINING

For Members of the Personnel CERN recognises the following training:

- a CACES (Certificat d’Aptitude à la Conduite En Sécurité) certificate of aptitude for driving forklift trucks issued by a test organisation, or
- a training course of a level equivalent to that of a course provided by the ASL (Association Suisse de Logistique). The training body shall be recognised by the SUVA (Swiss Accident Insurance Fund), and shall have supplied proof that the training and examination follow the recommendations of the ASL and are conducted by a specialised instructor holding a certificate issued by the ASL or the ASFL (Association Suisse pour la Formation professionnelle en Logistique), or
- the CERN training course for forklift trucks: “Forklift truck – Driving”.

Contractors’ personnel shall have successfully completed training in accordance with the Applicable Laws.

## 4 FINAL PROVISIONS

### 4.1 Entry into force

This Specific Safety Instruction (version 1) enters into force upon its publication on the CERN website dedicated to the CERN Safety Rules: [https://www.cern.ch/safety-rules](https://www.cern.ch/safety-rules).

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1 In the case of associated Members of the Personnel, the employer shall certify that its personnel have the required qualifications and training.