SOP WAREHOUSESOP

FREE PRINTABLE CHECKLIST

Forklift and Pedestrian Traffic Safety Checklist

Regulation: 29 CFR 1910.178(l)(1)

FACILITY	AREA OR EQUIPMENT ID	DATE	SHIFT
INSPECTED BY (PRINT)		SIGNATURE	

1. Procedure checks

Tick each step as it is done, in this order.

DONE	CHECK	NOTES
☐	Operators: stay in truck routes, pedestrians: stay in walkways	
☐	Horn at every corner, doorway, and aisle end	
☐	Slow to walking pace anywhere people are working	
☐	Make eye contact and wait for a nod before you move	
☐	Trucks always yield to people on foot	
☐	Cross only at marked crossings; look both ways and up	
☐	Stay out of the swing radius and out from under loads	
☐	Report every near miss the same shift	

2. Compliance checks

Tick each item that is in place. The citation after an item is the paragraph that requires it.

DONE	CHECK	NOTES
☐	Every operator is trained and evaluated on the pedestrian traffic conditions in the areas where they operate **29 CFR 1910.178(l)(1)**	
☐	Refresher training and re-evaluation follow any accident, near miss, or observed unsafe operation **29 CFR 1910.178(l)(4)**	
☐	The employer certifies each operator's training and evaluation, recording the operator name, training date, evaluation date, and who performed them **29 CFR 1910.178(l)(6)**	
☐	Aisles, walkways, and designated crossings are kept clean and orderly and free of hazards such as spills, debris, and protruding objects **29 CFR 1910.22(a)**	
☐	Pedestrian walkways, truck routes, and crossings are marked and the markings are legible	
☐	Near misses between trucks and pedestrians are reported and reviewed	

WARNINGS

Never walk under raised forks or an elevated load

A stopped truck is not proof the operator has seen you: get eye contact first

Never ride on a truck or on the forks

SUPERVISOR REVIEW

REVIEWED BY (SUPERVISOR)	SIGNATURE	DATE