

PIT Operator Annual Proficiency Review Outline:

Note: This outline is provided as a guide to help in the Annual Review of Powered Industrial Truck operators. It is the responsibility of the operator's supervisor to ensure that operators are trained in accordance with NASA STD-8719.9

Section 12

12.6.1c, "an annual review of items listed in paragraphs 12.6.1a and 12.6.1b. (This may be conducted informally by local supervisory personnel.)"

(1) To satisfy the annual review requirement in NASA 8719.9, you may either:

(a) Complete a proficiency review given by the supervisor;

There is no requirement for the supervisor to be qualified on the equipment to certify their employees. By certifying the employee as able to successfully and safely conduct operations, the supervisor is attesting that the employee's performance is up to standards, that the employee is cognizant and knowledgeable of the annual review training requirements and that the employee can safely perform operations. If the supervisor does not feel qualified to make this determination, (s)he may approve and obtain the opinion and review of another qualified supervisor, Certified Operator with more than 5 years experience at GSFC PIT Operations.

(b) Complete a written annual review exam supplied by the LDE Program;

Upon request, a written exam will be supplied for the Crane Operator/ Rigger to complete and submit to the LDE Training Specialist for grading. Upon completion of the exam, the LDE Training specialist will inform the Supervisor /Reviewer that a candidate has satisfactorily completed the review exam.

(c) Enroll the employee to take an available refresher course. (Cost may be incurred); or

(d) Contact the LDEM to witness use of the LDE by the Operator/Rigger as scheduling permits.

General Performance Standards Requirements

OSHA Standard 29CFR1910.178 Powered Industrial Trucks

NASA STD-8719.9 Standards for Lifting Devices and Equipment

ASME B56 Standards

GPR 8719.1- Certification and Recertification of Lifting Devices and Equipment

GPR 8834.1- Lifting Operations Requirements

Certification and Medical Exam

The NASA Standard for Lifting Devices and Equipment, NASA-STD-8719.9, Section 12.6, requires that all PIT operators are certified and trained. Operators are required to maintain a current medical exam. Certification and medical exam are only valid for two years. If fall protection is required for the PIT the operator is operating, then fall protection training is required annually in accordance with GPR 8715.8.

Evaluation should include but is not limited to:

Safety

- Use of seatbelt
- Use of horn
- Checking for a clear path of travel (including backing up)
- Proper conformance to load capacity and distance from the back stop
- Do not leave a running truck unattended
- Stay away from electrical lines and be cautious of buried pipe
- Stay away from drop offs
- Obey all traffic laws
- Be on the lookout for pedestrians and overhead obstructions
- Never allow passengers to ride a forklift
- Use proper PPE (Minimal PPE are Safety Toe Shoes, Hard Hat, and work gloves as needed)

Emergency Procedures

- Emergency Contacts
- Special Situations
 - TIPOVER procedures for specific type of Powered Industrial Truck Used
 - What to do if the load gets stuck/suspended

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- Situations that require extra caution such as: electrical lines, inclines, problem surfaces, railroad tracks, loading docks, and trailers.
- PPE requirements for operator up type Powered Industrial Trucks

Safety Related Defects and Symptoms

- Recognizing equipment abnormalities, damage and/or operational malfunction in the following general areas:

Additional Hazards

- Any additional hazards or special considerations associated with Powered Industrial Truck operation.
- For a brief OSHA overview of hazards associated with Powered Industrial Trucks use link below:
<http://www.osha.gov/SLTC/poweredinstrumentrucks/index.html>

Pre-operational Checks

- Daily Inspection Checklist
 These inspections shall be performed by the operator prior to each shift the truck is used.
- For OSHA General Overview of pre-operational inspection use link below:
<http://www.osha.gov/dcsp/products/etools/pit/operations/servicing.html>

Hands-On Operational Demonstration Showing Proficiency

The hands-on proficiency review is at the discretion of the supervisor/reviewer and should be demonstrated only as needed

- For OSHA General Overview of proper operation of a forklift use link below:
<http://www.osha.gov/dcsp/products/etools/pit/operations/maneuvering.html>

Certification Type	Powered Industrial Truck Samples
ANSI/ITSDF B56.1	
ANSI/ITSDF B56.6	
ANSI/ITSDF B56.9	
ANSI/ITSDF B56.10	

Power Industrial Trucks (PIT)
Supervisor Annual Proficiency Review

The NASA Standard for Lifting Devices and Equipment, NASA-STD-8719.9, Section 12.6, requires that all Powered Industrial Truck operators are certified and trained. To maintain a valid certification, an annual review is required. The review may be conducted by local supervisory personnel or designee and at a minimum shall include the following training:

- Safety
- Powered Industrial Truck Emergency Procedures
- General Performance Standards Requirements
- Pre-operational Checks
- Safety Related Defects and Symptoms
- Hands-On Operational Demonstration Showing Proficiency (*at the discretion of the Supervisor*)

Operators are responsible for maintaining a current medical exam. Operation without a current medical exam and/or current certification is a violation of the NASA Safety Policy as listed in the NASA Standard for Lifting Devices and Equipment, NASA-STD-8719.9 and the Goddard Procedural Requirements, GPR 8719.1.

Operator's Names (Please Print)		

The following supervisory personnel attest that the above annual review has been conducted for the operators listed in attendance above, as required by NASA-STD-8719.9.

Name: _____ Organization/Code: _____

Signature: _____ Date: _____

Please send completed form to:
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