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1.1 Telehandlers

Telehandlers, also called telescopic handlers, or variable-reach rough terrain trucks, are machines that are frequently used in agriculture and the construction industry to move loads to places that a conventional forklift can't access. Telehandlers can vary in function - from their primary use as a telescopic forklift to lifting suspended loads as a crane or being used as an elevating work platform (EWP) by using a work platform attachment.

Telehandlers are primarily a 'lift and place' tool, but their application is vast, ranging from industry to industry. A Telehandler will move hay in agriculture, while they are often used for earthmoving and excavating on a construction site. Telehandlers are often used to plough dirt, move heavy cleanup loads, and lift general material to high-to-reach places.

Telehandlers are basically a hybrid of cranes and forklifts. As such, they can be fitted with other attachments such as winches, muck grabs, or buckets.
Each configuration using the varied attachments must comply with specific design requirements. Operator competency also varies depending on the telehandler configuration.

This training material and TV licence specifically relate to non-slewing telehandlers.

1.3 WorkSafe licence

From 1st July 2024, operators of non-slewing telehandlers with a rated capacity greater than three tonnes have the choice of completing tailored training to obtain the new telehandler licence (this training program), or completing a non-slewing mobile crane course and applying for the existing non-slewing crane licence (CN licence).
Operators will not be required to hold both licences to operate a non-slewing telehandler.
Other mobile crane high risk work licence (HRWL) classes will continue to be valid for telehandler operation, providing the worker has had appropriate training relevant to the telehandler and any attachment they are operating.

Please remember that if you successfully pass this course, you have 60 days from the final assessment date to submit your application for a non-slewing telehandler high risk work licence (TV licence) to WorkSafe Victoria.

If you fail to work safely, WorkSafe Victoria may:

- **Suspend your licence**
- **Cancel your licence**
- **Refuse to renew your licence**
- **Directly reassess you to determine your competency**
- **Prosecute you.**

1.5 Reference documents and key stakeholders

The **documented sources of safety/OHS information** relevant to your role include (but not limited to) the following:

- **OHS Acts**
- **OHS Regulations**
- **Occupational Health and Safety Amendment (Telehandlers) Regulations 2024**
- **Australian Standards**
- **Codes of Practice/Compliance Codes – e.g. Compliance Code: Plant.**
- **Management plans**
- **Workplace OHS policy and procedures**
- **Manufacturer's instructions**
- **Logbook**
- **Data plate**
- **Load charts**
- **Operations manual**

2.1 Hazard and risk

A HAZARD is the thing or situation that can cause injury, harm or damage.

On the other hand, **RISK is the possibility or likelihood or chance that a hazard will actually cause harm (injury, illness or death); or**

Risk is the **possibility, chance** or **potential** of a hazard hurting you or causing injury, damage or harm to the environment/person/machine.

Be aware of your surroundings when operating a Telehandler, assess the terrain, use attachments that are fit-for-purpose and ensure the equipment is well maintained.

Look out for various hazards such as:

Overhead hazards: • Electrical power lines. • Overhead service lines. • Wind, bad weather conditions. • Roof beams
At eye level: • Pedestrians. • Vehicles. • Other plant • Buildings • Trees • Obstructions • Surrounding structures • Blind corners • Loading docks
On the ground and below: • Slopes, ramps and inclines. • Underground services. You can find out the relevant bearing requirements of the ground yo operate on from an engineer's report. • Non-weight bearing surfaces. • Dangerous materials.
Other hazards: • Poor lighting. • Site-specific issues (e.g. inappropriate load storage arrangements) • unsecured loads falling leading to crushing • inappropriate or poorly maintained handling attachments • unsafe procedures • attachments inappropriately used as work platforms (e.g. standing on forks and pallets) • attachments not secured properly • unintended movement of the machine

2.2 Risk control measures

Having identified the hazards associated with the task, a risk assessment should be carried out to identify who might be harmed, the chance of them being harmed and the consequences of any harm.

Once the risk assessment has highlighted the risks involved in the task, the procedures and measures required to control them should be identified. Consideration should also be given to the suitability of a telehandler for the task to be undertaken or whether another more suitable type of equipment should be used.

Having identified the hazards, evaluated the risks and worked out the control measures required to carry out the task safely, these components should be developed into a coherent plan. This should include consultation with those who will be undertaking or be affected by the task. Any contingency measures and emergency procedures should be included in the plan.

A worker must apply the risk control measures:

- **Before commencing any work; and**
- **As soon as the worker identifies any hazard while performing the job.**

2.2.2.1 Poor weather conditions

Environmental factors, such as weather conditions, significantly influence the operation. Elements like rain, snow, or wind might destabilise the telehandler.

Wind:

- Stability Threat: High winds can destabilize the telehandler, especially when lifting loads at significant heights or when the boom is extended.
- Load Control: Wind can cause suspended loads to sway, making it challenging to control and place them accurately.

Always check the weather forecast and if the predicted wind rating for the day exceeds the telehandler's wind rating. Heavy wind, rain and lightning would make telehandler operations unsafe.

If the wind speed exceeds the telehandler specifications, do not use the telehandler to lift a load.

Weather forecast for a week – sample

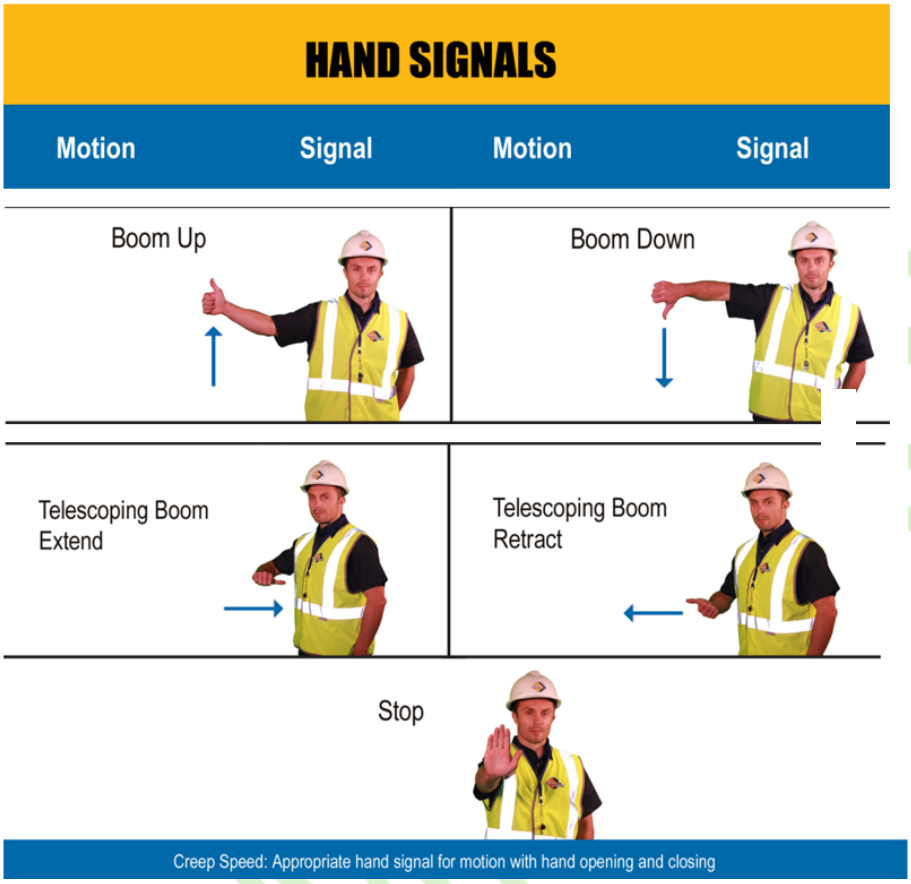
Monday	Tuesday	Wednesday	Thursday	Friday
				
High: 20 Low: 5	High: 21 Low: 7	High: 18 Low: 5	High: 18 Low: 5	High: 15 Low: 4
Winds: 20km/h	Winds: 16km/h	Winds: 40km/h	Winds: 30km/h	Winds: 35km/h
Sunrise: 6.01am	Sunrise: 6.03am	Sunrise: 6.01am	Sunrise: 6.02am	Sunrise: 6.03am

Communication methods and equipment

You must **check the communication equipment before starting the task**.

3.2 Hand signals

Shown here are the hand signals used in Australia:



5.6 Operational checks

Operational checks are to be carried out **to confirm that the telehandler is safe to use and functioning correctly.**

Operational checks should include the following checks/inspections.

- **Ensure all controls and motions are functioning correctly and to full capacity.**
- **Ensure the brakes are working correctly.**
- **Ensure the steering is working correctly. A defect to a telehandler hydraulic system, brakes or steering may result in:**
    - **Loss of control or telehandler instability**
    - **Accidents, injuries and /or death of personnel**
    - **Structural damage to telehandler**

- **Inspect safety/warning devices, lights and systems on the telehandler. Examples of safety devices you should check on a telehandler include:**
  - **Lights or other alarms.**
  - **Horn**
  - **Load mass indicator**
  - **Reverse alarm.**
  - **Audible warning devices.**
  - **Tilt sensor**
  - **Weight limit sensor.**
- **Check that you have a clear view from the operating position across all work zones, ensuring your view is not obscured when carrying out work.**
- **Making sure all applicable hazards controls are in place.**

9. Preparing a telehandler for transport

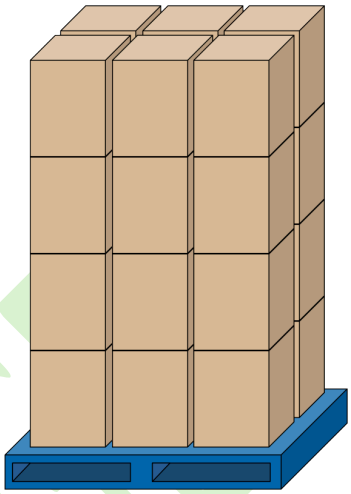
When preparing a telehandler for transport, it's essential to follow all safety guidelines and adhere to specific workplace procedures. Here is a step-by-step guide on how to get your telehandler ready for transport:

1. **Consult the Manual:**
   - Always begin by referring to the manufacturer's manual for any specific guidelines or precautions for transportation.
2. **Conduct a Pre-Transport Inspection:**
   - Check for any visible damage or leaks.
   - Ensure all components, like the boom and forks, are in proper working condition.
   - Verify that lights, brakes, and indicators are functioning correctly.
3. **Secure the Equipment:**
   - Lower the boom fully and ensure that it's resting on its support or locked in place.
   - Remove any attachments, if necessary, and store them separately.
   - Make sure the forks are in their lowest position or, if detachable, removed and securely stored.
4. **Secure Loose Parts:**
   - Remove or secure any loose components like mirrors, antennas, or additional equipment to prevent them from being lost or damaged during transit.

Calculating load weight

If you find you need to calculate the weight of a load, make sure you consider:

- How many items there are
- What each item weighs.
- The weight of the pallet the items are placed on.



For example:

You need to move a load of cartons that have been stacked on a pallet.

- There are 6 cartons per layer and 4 layers on the pallet.
- Each carton weighs 33kg.
- The pallet is standard size and weighs 15kg.

To work out how much this load weighs you need to add the total weight of all of the cartons to the weight of the pallet:

33kg x 6 x 4 = 792kg

792kg + 15kg = **807kg**