

EXAMINER



GN28 REVISIONS

TRAINING
DATES

THOROUGH EXAMINATIONS FOCUS
OF NATIONAL FORKLIFT SAFETY DAY

NEW DOCUMENTATION
PACKS AVAILABLE

ON THE ROAD AGAIN

Welcome to the latest issue of Examiner magazine.

A lot has been happening recently – despite the third lockdown – and we’re glad to say that we’re beginning to resume something approaching ‘business as normal’.

We have finally been getting out onto the road to visit members. From scenic Scotland to sunny Slough, we have been making trips far and wide to check in and see how things are going.

It has been great to see our members face to face after so long, and we have many more trips planned for the coming months.

Kevin has also been extremely busy since he started back in October. He’s

been working hard to deliver the best possible methods for safe, high-quality training in line with all covid-secure precautions. For more news on training please go to page 5.

In this issue you’ll find we have plenty of new announcements. Notably for engineers will be the changes to GN28, which are outlined on page 6. We also have details on new documentation packs, as well as a number of changes to the website.

But first on the horizon is **National Forklift Safety Day on 8th June.** This year the focus is on Thorough Examinations and we have been working closely with BITA and the FLTA in readiness. Turn to page 8 for details on events and resources that will be available.

Lastly, for a bit of fun and to test your knowledge, why not have a go at our HSE Thorough Examination quiz on page 10, and see just how well you know the law.

Most important of all, we hope that you and your families are remaining safe and well. We can only hope things are going to get back to normal from here on, and we look forward to seeing you soon.

Best regards,

Matthew Kennedy

CFTS Technical Manager for the South

Adrian White

CFTS Technical Manager for the North

Kevin Michel

CFTS Training Manager



WE HAVE FINALLY BEEN GETTING OUT ONTO THE ROAD TO VISIT MEMBERS. FROM SCENIC SCOTLAND TO SUNNY SLOUGH, WE HAVE BEEN MAKING TRIPS FAR AND WIDE TO CHECK IN AND SEE HOW THINGS ARE GOING



Main image: Sunrise from Wick in Scotland



The impressive training wall at Gwent Mechanical Handling



Dunnet head – The most northerly point in mainland Britain

A MESSAGE FROM OUR CHAIRMAN



2021 got off to rocky start with the third lockdown, but the HSE confirmed the abiding importance of Thorough Examinations even in those difficult circumstances, and CFTS members remained on hand to deliver them.

We would like to once again say a big thank you for your service and availability. CFTS membership has continuously grown over recent months and we are proud to welcome so many outstanding businesses to our network.

CFTS prides itself on the high level of service and expert knowledge of its members – qualities that set us apart from others in our sector. As qualified competent persons you are the key to ensuring that customers gain proper inspections that outclass any others, and we are working hard to highlight the differences and educate the industry in every way possible.

As you may know, the FLTA, BITA and CFTS have merged to form the UK Material Handling Association. CFTS will continue to operate in its own right, but there will be a few changes here and there.

As part of the merger, a new members' publication will be created. This issue of the Examiner will therefore be the last. Don't worry, all CFTS news and updates will continue to be shared in the new publication and via the monthly email communication you receive currently. Look out for the new magazine at the end of this year.

The merger presents exciting opportunities, and UKMHA will provide a valuable platform and strong single voice representing the industry.

Take care and stay safe.

Geoff Martin, CFTS Chairman

Check out the UKMHA website:
www.ukmha.org.uk



A WARM WELCOME TO NEW CFTS MEMBERS WHO GAINED ACCREDITATION IN 2021

Allenby Engineering, Salisbury

Alltruck Crane Repairs & Sales Ltd, Falkirk

BBT Forklift Services, Cheshire

Berkshire Forklift Services Ltd, Bracknell

BK Tech Ltd, Ilminster

CKB Service Support, Bognor Regis

Dickinson Agriculture, Durham

Digman Agri Plant Ltd, Evesham

DP Equipment Solutions, Scarborough

Drapers Material Handling Ltd, Stapleford

Evolve Plant Training, Aviemore

Forceterm Mechanical Handling Ltd, Wakefield

Gunn Mechanical Services Ltd, Inverness

JM Forklifts Ltd, Walsall

Kellands Plant Sales, Bridgwater

MacBride Group Ltd, Fife

MJL Contractors Limited, Helston

Moss Forklifts Ltd, Hull

MT Maintenance, Sheffield

Oliver Plant Services Ltd, Morpeth

Paul Kitchen Agricultural Ltd, Hull

P B Forklifts & Engineering Services, Newent

Pegasus Lift Truck Training Limited, Rushden

Phoenix Forklift Services, Hereford

Locked Groove Ltd, Durham

RJW Mechanical Services Ltd, Brighouse

South Wales Equipment Limited, Merthyr Tydfil

Townson Tractors, Skipton

V F Agri Repairs Ltd, Durham

VT Inspections Limited, Wimbledon

Z P Roche Services, Northampton



ORDERING PROCESS UPDATE

The order page on the CFTS website is being updated to reflect the new documentation packs. Members in the Republic of Ireland will have a dedicated ordering page, as will UK members.

Members will also have the option of paying by card when ordering packs.

We will inform members as soon as the webpages are live.



NEW DOCUMENTATION PACKS

New documentation packs will be available by July. We have updated these to ensure that they reflect the different legislation in the UK and Republic of Ireland.

The new packs will be:

- UK Standard pack
- UK Attachment pack
- UK MEWP/Other Equipment pack
- UK Certificate pack
- ROI Standard pack
- ROI Attachment pack
- ROI MEWP/Other Equipment pack
- ROI Certificate pack

TRAINING NEWS

Since joining CFTS in October last year, our Training Manager Kevin Michel has trained an impressive 128 engineers and managers.

Kevin has worked with companies to ensure covid-secure methods, whilst delivering high quality training.

For more information, please email training@thoroughexamination.org or call 07341 333724.

TRAINING DATES

Thorough Examination training is available at one of our dedicated training centres. Courses can be booked through the FLTA website:

www.fork-truck.org.uk/training-and-apprenticeships

Current dates
(COVID restrictions permitting):

Thorough Examination

All courses 9:00am – 5:00pm

9th June 2021

21st June 2021

5th July 2021

7th July 2021

26th July 2021

Thorough Examination Revalidation

All courses 9:30am – 5:00pm

23rd June 2021

24th June 2021

28th July 2021

29th July 2021

Thorough Examination Manager

2nd August 2021

NEWS

GN28 UPDATES

GN28 is guidance produced by the industry on how to comply with the legal obligations for Thorough Examination (LOLER) and Safety Inspections (PUWER) for industrial and rough-terrain lift trucks including variable-reach trucks (telehandlers).

It has recently been revised with some key changes to provide engineers with more detailed advice and clarity for conducting Thorough Examinations.

Please note that the law has **not** changed. The Guidance has been updated to clarify:

- **When a TE is required**
- **What criteria should be used for the assessment**
- **The actions to be taken when defects are identified**

The European materials handling federation (FEM) has also published guidance on Periodic Inspection (FEM 4.004), however, whilst many of the technical recommendations are similar, it does not address UK legislation.

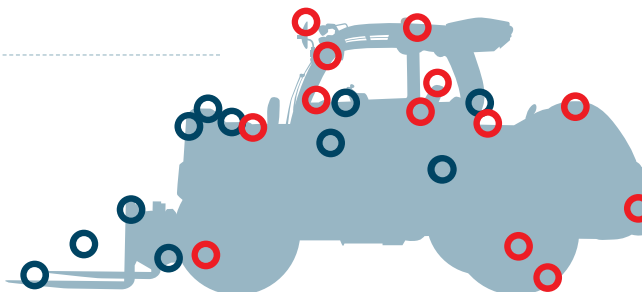
While the HSE Approved Code Of Practice on the Safe use of lifting equipment: Lifting Operations and Lifting Equipment Regulations 1998 (HSE L113) provides general information on LOLER, please note that it does not detail the specific inspection requirements for lift trucks.

All CFTS Scheme Managers will receive a digital copy of the revised GN28 via email. If you have not received it, please email amanda.cook@thoroughexamination.org

PLEASE NOTE:
THE LAW HAS NOT CHANGED.
THE GUIDANCE HAS BEEN UPDATED FOR CLARIFICATION.



LOLER (Lifting parts)
PUWER (Other parts)



KEY CHANGES TO GN28

- **First placement into service and date of first examination clarified**

Where the safety of the equipment is not dependent on installation or on-site assembly then a current Thorough Examination or manufacturer's Declaration of Conformity is sufficient. However, the interval between Examinations shall not exceed the scheme of inspection.

- **Reference to legislation updated and references to NI legislation added**

- **Requirements for Competent Persons updated**

- **Inspection intervals for lorry mounted trucks and various attachment types clarified**

Lorry mounted trucks where the operator can be lifted with the truck as part of the mount/dismount sequence require TE at least every 6 months (more frequently if conditions require, e.g. corrosive environment).

Attachments not permanently mounted to the truck require examination at least every 6 months.

- **Examination requirement following exceptional events added**

An additional TE is required before reintroduction into service following any exceptional event that may affect safety, e.g. impact or overload.

- **Actions required when it is not possible to commence or complete a thorough examination updated**

If it is not possible to complete a TE within the scheduled period, then the truck should be removed from service until such time as the Examination is satisfactorily completed.

If the Competent Person is unable to complete a TE due to a serious defect of the lifting parts, then they must inform the relevant enforcement authority.

- **Requirement for operating instructions to be available added**

- **Categorisation to LOLER and PUWER added**

- **Additional inspection requirements for LPG systems added**

TE of LPG fixed tanks and removeable cylinders is required by law, but is outside of the scope of GN28

- **Additional checks for assistance systems and pedestrian controlled and ride-on trucks added**

Where fitted, operator assistance systems, safety cut-offs and speed reductions must be working correctly.

- **Recommended test criteria for load handling and braking added**

Creep of the load handling system should be assessed with a representative load and the hydraulic fluid at the normal working temperature. Where there is doubt further testing should be specified on the report of Thorough Examination. Parking brake performance can be verified by ensuring that it holds the truck stationary on the maximum operating site gradient when carrying a representative load.

- **Detailed requirements for ATEX protective systems removed from scope**

Due to the diverse solutions and special training requirements, the specific requirements for Thorough Examination of the protection systems for potentially explosive atmospheres are not covered.

- **Actions upon completion of a TE updated and guidance on statutory reporting obligation provided**

Where there is a defect or imminent failure in the lifting equipment involving a risk of serious injury, e.g. chain or fork wear beyond replacement limits, or a missing or defaced capacity/data plate, the examiner must send a copy of the report to the relevant enforcement authority as required by LOLER.

Generally, the relevant enforcement authority will be the HSE for all lease and rental trucks, and for factories and manufacturing sites, or will be the Local Authority for retail, warehousing and distribution sites (except for lease and rental trucks).

Any imminent serious failure of any safety-critical parts not associated with lifting loads can also be reported to the HSE or relevant local authority.

- **Table of Contents added and Bibliography updated**

- **Sample report of TE and check list updated and example labels identifying equipment status added**



NOTE: PLEASE REFER TO BITA GN28REV5 FOR FULL DETAILS OF ALL OF THE REQUIREMENTS.

NATIONAL FORKLIFT SAFETY DAY



This year, Tuesday 8th June is National Forklift Safety Day (NFSD) The theme is safe maintenance practices and the importance of Thorough Examination.

As such, CFTS has been working with UKMHA to produce some handy factsheets and guidance material for NFSD.

We are encouraging all CFTS members to take part and support this campaign, which aims to raise awareness about the need for regular inspections. Be sure to let your customers know, so that they too can gain helpful resources and insight that will support them in their day-to-day operations.

GET INVOLVED

From 8th June the National Forklift Safety Day website will be home to a wealth of information related to the campaign such as:

- **Posters**
- **Images**
- **Fact sheets**
- **Videos**
- **And much more**

JOIN THE WEBINAR

UKMHA will be hosting a webinar on 8th June at 11am to celebrate the launch of the new association and to mark NFSD. Join to discover why accredited Thorough Examinations are key for ensuring that material handling equipment is safe for operation.

REGISTER FOR THE WEBINAR HERE

Find out more: nationalforkliftsafetyday.co.uk

PREVIOUS NATIONAL FORKLIFT SAFETY DAYS

Information and resources are still available to download from previous years.

2019 – Operator Restraints

The inaugural National Forklift Safety Day focussed on the safe use of forklifts and role of proper operator training. The key message: seatbelts save lives and management is responsible for ensuring operator restraints are being used.


For practical tips and guidance, download the in-depth eBook from www.nationalforkliftsafetyday.co.uk/2019-operator-restraint

2020 – Pedestrian Impact

Last year NFSD highlighted how physically separating trucks and staff working on foot is the most effective way to prevent accidents. The key message: Management is responsible for segregating pedestrians from materials handling equipment.

For more information and to download the eBook visit www.nationalforkliftsafetyday.co.uk/2020-pedestrian-impact





“
UKMHA IS PROUD TO BE DELIVERING NATIONAL FORKLIFT SAFETY DAY FOR 2021 AND BEYOND. THE CAMPAIGN PROVIDES AN OPPORTUNITY FOR EVERYONE TO PROMOTE A SAFER MATERIAL HANDLING INDUSTRY AND TO PROPAGATE BEST PRACTICE ACROSS THE SECTOR. WE HOPE THE ENTIRE INDUSTRY WILL UNITE BEHIND THE CAUSE AND SPREAD THE WORD AS WIDE AS POSSIBLE.”

David Goss, Technical Director, UKMHA

TAKE THE THOROUGH EXAMINATION QUIZ

Not so long ago, the HSE asked companies accredited to CFTS to take part in a confidential questionnaire to find out if those of us involved with thorough examination of industrial lift trucks were absolutely clear on the law.

Why not have a go to see how you would have scored.

1

The legal requirement to carry out thorough examinations of lifting equipment is required by

- A) The provision and use of work equipment regulations 1998
- B) The lifting operations and equipment regulations 1998
- C) Both
- D) Neither

2

Who is responsible for organising thorough examinations?

- A) The company that owns the equipment
- B) The company that uses the equipment
- C) The company that employs the examiner
- D) The examiner

How regularly should lifting equipment be examined?

- A) Equipment for lifting persons at least every six months
- B) Equipment not for lifting persons at least every twelve months
- C) After any exceptional incident that might cause the equipment to pose a risk
- D) Any of the above

3

Who is responsible for informing the enforcing agency about that defect?

- A) The user
- B) The examiner
- C) The lift truck operator
- D) The examiner's employer

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4

In the event that a thorough examination reveals a defect on a lift truck that poses a serious risk of injury to someone, who is responsible for informing the employer?

- A) The HSE
- B) The examiner
- C) The lift truck operator
- D) The examiner's employer

5

Which enforcing agency needs to be informed about that serious defect?

- A) The HSE
- B) The company's Local Authority (LA)
- C) Either the HSE or the LA depending on the business nature of the user
- D) Both the HSE and the LA

7

How soon should a report of that serious defect be sent to the enforcing agency?

- A) Does not need to be sent if repairs are done immediately
- B) As soon as possible
- C) After repairs have been affected
- D) When the office junior has nothing better to do



HSE QUIZ ANSWERS

A1 B

This is a tricky one. The HSE's official recommendation is that that the lifting equipment and non-lifting mechanicals are examined together to ensure a forklift truck is in a safe condition, but the thorough examination is only legally required for the load lifting parts.

However, the CFTS procedure follows the spirit of what is required for a Thorough Examination as stated on the HSE website:

"Thorough examination of industrial lift trucks is required under health and safety law: LOLER 1998, which covers lifting equipment, and PUWER 1998, which deals with all other safety-related items, such as brakes, steering and tyres. Your regular inspections as part of a preventive maintenance scheme or scheduled service are not a thorough examination."

A2 b

The company that uses the equipment should arrange the examination, because the owner of the equipment may be a leasing company and therefore not aware of the usage. However, a lot of users are also the owners.

A3 d

The examiner has the duty to tell the employer of the FLT.

A5 c

The relevant Enforcement Authority will be the HSE for all lease and rental trucks, and for factories and manufacturing sites, or will be the Local Authority for retail, warehousing and distribution sites (except for lease and rental trucks).

A6 b

In accordance with LOLER, the responsibility rests solely with the examiner to send a copy of the Report of Thorough Examination to the relevant Enforcement Authority. If the FLT user does not choose the examiner's company to make repairs, the examiner cannot withhold the report under threat of sending it to the relevant authority.

A7 b

When a potentially hazardous defect is found the report must be sent to the relevant Enforcement Authority by the examiner who carried out the Thorough Examination as soon as possible. This applies even if the customer has had the FLT repaired immediately.

MAKE THE MOST OF YOUR MEMBERSHIP

In the Members' Area of the CFTS website, you'll find a host of resources designed to help you get the best from your CFTS accreditation.

SIMPLY LOG IN USING YOUR CUSTOMER'S CREDENTIALS AND YOU'LL BE ABLE TO:

- Update your company's details, such as adding new depots
- Order Thorough Examination packs
- Download printable versions of the popular interactive guides which spell out the differences between CFTS and other inspection providers.
- Find assets, including logos, email templates and images, for upcoming promotions
- Print your own quotation document using our free template
- Download customer Thorough Examination reminder templates
- Read previous editions of the Examiner
- Learn more about CFTS electronic documentation from Protean
- View our latest videos, including our engaging CFTS vs Insurance inspection side-by-side comparison.



If you are unable to log in, please contact Amanda (see below for details) for assistance.

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TRAINING

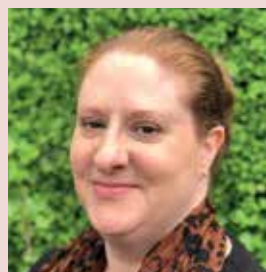


KEVIN MICHEL

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