

Employees have already completed & passed the online course.

Trainee's Name:	Position:	FORM Date:
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**SUPERVISORS- Employees MUST have this PIT Checkout Evaluation completed while operating the machine they will use and BEFORE they operate one by themselves. Submit completed forms to HR.**

	Yes	No	Comments
1. Shows familiarity with truck controls.			
2. Gave proper signals when turning			
3. Slowed down at intersections			
4. Sounded horn at intersections			
5. Obeyed signs			
6. Employee was shown and understands all warehouse traffic and directional signs			
7. Kept a clear view of direction of travel			
8. Turned corners correctly – was aware of rear and swing			
9. Yielded to pedestrians			
10. Drove under control and within proper traffic aisles			
11. Approached load properly			
12. Lifted load properly			
13. Maneuvered properly			
14. Traveled with load at proper height			
15. Lowered load smoothly/slowly			
16. Stops smoothly/completely			
17. Load balanced properly			
18. Fork under load all the way			
19. Did drive backwards when required			
20. Did stack loads evenly and neatly			
21. Did place forks on the floor when parked, controls neutralized, brake on set, power off.			
22. Followed proper instructions for maintenance- beginning and end.			

- ☐ Employee PASSED the FORKLIFT or Equipment SAFETY Evaluation (driving test).
- ☐ Employee has NOT passed the FORKLIFT SAFETY Evaluation (driving test). Further evaluation is needed.

**Powered Industrial Trucks (PIT) the employee is trained and authorized to use:**

( ) NONE ( ) Order Picker ( ) Walkie Rider ( ) Sit Down ( ) Stand Up ( ) Doubles ( ) Scrubber ( ) Other(list)

X \_\_\_\_\_  
Supervisor (Evaluator) Signature Printed Name Evaluation Date

**Employee Signature after passing the PIT driving test:** I have been or will be issued a Fabiano Brothers Industrial Truck Driving Permit. I understand that this card must be carried on my person while working at Fabiano Brothers. I understand I can only operate the equipment listed above. Failure to carry this card or operate unauthorized equipment may lead to discipline. I also agree to always operate all company equipment safely.

X \_\_\_\_\_ Date \_\_\_\_\_

**HR USE:** Card Issue Date: \_\_\_\_\_ !Add to Dynafile! HR Signature - \_\_\_\_\_

HR-After physical card is issued to employee, add date above and file this form in Dynafile with Document Type "License (Fork Lift)", description of equipment authorized to use, and add expiration date which is 3 years after trained.

Revised 8/23/23