

MAKING THE RIGHT CHOICE: WORKPLACE TRANSPORT TRAINING

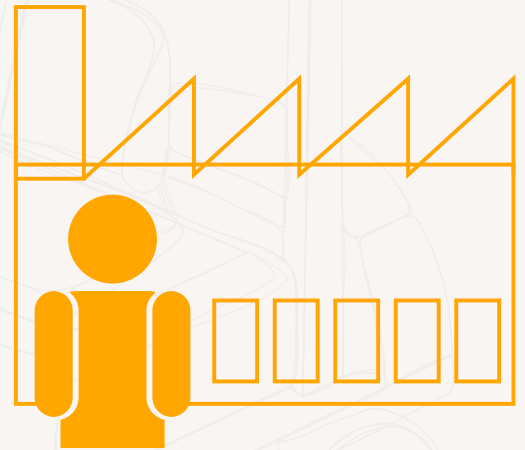
Training is not a one-size fits all solution; each individual and each company has different training needs. Searching for workplace transport training can seem quite daunting, but if we break the process down it's pretty easy to find what you're looking for...

① The first question you have to ask yourself is do you want training to happen at your place of work or at a dedicated training centre? Let's look at the available options.

You have two options for training at your workplace; you could train a member of staff to provide in-house training or you could hire a commercial training provider to come to you to provide on-premises training.

In-house training:

- ✓ Save on travel time and expenses
- ✓ Ensure all relevant equipment will be right where you need it
- ✓ Ensure that training caters to your operational requirements
- ⊗ You'll need to train an instructor
- ⊗ You'll need to find space for theoretical and practical training facilities
- ⊗ You'll have to lose some of your equipment and staff for training purposes
- ⊗ You can't guarantee examiners will be impartial
- ⊗ Nor can you guarantee trainees won't be distracted by the working environment



On-premises training:

- ✓ There's no need to train an instructor & you will save on travel time and expenses
- ✓ You will have all the relevant equipment available & you can ensure training relates to your operations
- ✓ Instructors/examiners will be impartial
- ⊗ You'll need training facilities for both theory and practical training
- ⊗ You'll need to sacrifice equipment and staff for training purposes
- ⊗ There is potential for distraction and interruptions



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If you want to keep training separate from your working environment, you could send operators to a dedicated training centre:

- ✓ You don't need to train an instructor
- ✓ You can guarantee the impartiality of instructors/examiners
- ✓ It's the optimum environment for ensuring trainees are not distracted or interrupted by other work
- ✓ You can guarantee facilities for both theory and practical training
- ⊘ You might have to fund travel
- ⊘ Training will be informative, but not always directly relatable to company needs
- ⊘ Despite a wide-range of materials, the centre might not have all the relevant equipment – for example, the centre may use different types of lift trucks to those used at your place of work



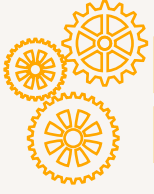
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Now you've chosen where the training will take place, you need to decide on whether this training will be accredited or non-accredited. But what does RTITB accredited training really mean?

- ✓ Training not only meets but often exceeds the minimum standards set down in The Health & Safety Executives Approved Code of Practice (ACoP) *L117 Rider-Operated Lift Trucks - Operator Training and Safe Use*
- ✓ Facilities and equipment used for training meet approved standards
- ✓ Highly skilled and regularly re-assessed instructors, who have received training in instructional techniques and have experience of using the lift trucks and attachments their trainees are operating
- ✓ You will have records of each candidate's training



So, what can RTITB accredited training do for your business?



INCREASED EFFICIENCY

- RTITB accredited training will help you maintain a confident and competent workforce
- Operators will be able to carry out more work safely whilst getting it right first time, helping you to save time in your day to day operations
- This will help you avoid wasting working time on replacing damaged stock and vehicles or investigating preventable injuries and accidents
- Other employees working in the vicinity of your operators will have the confidence in their colleagues' skills to go about their work without fear for their safety, helping your team work together as an efficient unit

INCREASED SAFETY



- By operating in line with best practices, operators will help to reduce the hazards in a dangerous environment
- You should see a decrease in damage to stock and the number of workplace accidents. Currently, lift trucks cause 25% of fatalities in the workplace, yet one RTITB accredited site picks, on average, 1.45 million cases a week with 0 injuries in the last 3 years
- If the worst should happen, you will have access to an audit trail through comprehensive records of training, providing proof that you have complied with your legal obligations

INCREASED PROFITABILITY

Less accidents. Less damage. Less costs. RTITB accredited training can help you maintain a confident, skilled and efficient workforce that can carry out greater workloads safely and efficiently, saving you the unnecessary costs that eat up many companies' profits

If you want to find out more about becoming RTITB accredited, then visit www.rtitb.co.uk/assistaccred

Find RTITB Accredited training providers at www.rtitb.co.uk/centresearch or call

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