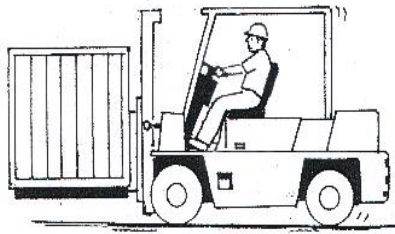




## THT ACADEMY PTE LTD

(formerly known as Tat Hong Training Services Pte Ltd)

SkillsFuture Singapore Agency (SSG) Approved Training Organisation



# Operate Forklift

*(SDF, SRP & SFC Approved Course)*

**Enquiry Hot Line: 6269 5269**

*We will be pleased to answer all query pertaining to the course.*

Website: [www.thtc.com.sg](http://www.thtc.com.sg)

Email: [sales@thtc.com.sg](mailto:sales@thtc.com.sg)

### OVERVIEW

The Generic Manufacturing Skills (GMS) WSQ framework aims to raise the professionalism of the manufacturing industry by equipping the workforce with essential generic and portable skills to adapt and be resilient to challenges in the dynamic working environment. It allows employers to access a pipeline of skilled workforce, which provides a competitive Advantage and enables organisation success. It also equips workers with cross-cutting generic manufacturing skills to effectively contribute and progress within an organisation as well as promote mobility across manufacturing companies.

### COMPETENCY UNIT

Operate Forklift

### COMPETENCY CODE

GMS-LOG-1106-1.1-E

### OBJECTIVE

By the end of the course, learners should be Competently trained with the knowledge and application skills in carrying out forklift operations to meet WSH legislative requirements.

### THEORY & PRACTICAL

The Competency Unit (CU) "Operate Forklift" applies to operating forklift in various environmental conditions and it covers the Competency Elements (CE) as listed below:

- CE1 : Prepare to Carry Out Forklift Operations
- CE2 : Inspect Forklift
- CE3 : Carrying Out Forklift Operations
- CE4 : Reinstate and Handover Forklift

### ^ENTRY REQUIREMENTS / \*ASSUMED SKILLS AND KNOWLEDGE

- ✓ ^At least 18 years of age
- ✓ ^Singaporeans, Permanent Residents or Holders of valid employment pass / work permit
- ✓ \*Employability Skills System (ESS) Workplace Literacy and Numeracy (WPLN) Level 3 and above, or equivalent
- ✓ \*Be physically and mentally fit for the training, without any handicaps
- ✓ \*Able to interpret work instructions and technical information

Note :

- *Proof of highest education certificate is recommended*
- *Those 70 years and above must produce a medical certificate of physical fitness*

### SPONSORSHIP

This course is SDF, SRP & SFC approved. For details on SDF (Skills Development Fund) & SRP (Skills Redevelopment Programme) for employers, Singaporeans and SPRs, kindly refer to <https://www.skillsfuture.gov.sg/>  
For details of SFC (SkillsFuture Credit) for Singaporeans aged 25 and above, kindly refer to <https://www.skillsfuture.gov.sg/>

## WSQ OPERATE FORKLIFT (OFL3)

### FOR WHOM

Learners who are required to operate a Forklift and possess a valid SPF Class 3 Driving License or equivalent

They are required to attend 3 days or 5 evenings course (which consists of 8hrs theory and 14hrs practical lesson).

### COURSE DETAILS

Duration : **22 Hours**  
Time (3 days) : 8.00am – 5.00pm (Theory)  
**OR**  
Time (5 eves) : 6.30pm – 11.00pm

Course Fee : **\$320 + GST per learner**

## WSQ OPERATE FORKLIFT (OFL4)

### FOR WHOM

Learners who are required to operate a Forklift and without a valid SPF Class 3 Driving License

They are required to attend 4 days course (which consists of 1 day theory and 3 days practical lesson)

### COURSE DETAILS

Duration : **4 days (35 Hours)**  
Time : 8.00am – 5.00pm (Theory)  
8.00am – 6.00pm (Practical)

Course Fee : **\$535 + GST per learner**

### COURSE ASSESSMENT

Competency-based Assessment will be conducted at the end of the Theory and Practical lessons respectively.

Learners who fail to attain the required assessment criteria will be deemed as Not Yet Competent (NYC) and he/she will have to register for the course again.

### CERTIFICATION

Safety course pass will be issued by THT Academy Pte Ltd to the learners who attain the competency level of skill and safety knowledge required.

\*Statement of Attainment (SOA) will be awarded under the Singapore Workforce Qualifications (WSQ) Framework to the learners upon completion of the course in English medium only.

### SAFETY ATTIRE

Learners are required to wear their safety shoes/boots for the practical lessons.

Venue : **THT Academy Pte Ltd**  
2 Woodlands Sector 1 #01-03  
Woodlands Spectrum 1 S(738068)  
OR  
50 Tuas Avenue 11 #02-12 Tuas  
Lot Singapore S(639107)

Medium : \*English, Mandarin, Malay, Tamil,  
Bengali, Thai, Burmese, Hindi

## FORKLIFT OPERATOR REFRESHER TRAINING (FOR)

### FOR WHOM

All qualified forklift drivers are required to refresh their safety knowledge and maintaining safe driving manners in forklift operation every 3 years according to Singapore Standard SS 573:2012 (MOM circular dated on 3 Jan 2025).

They are required to attend 4 hour Asynchronous E-Learning and 1 day in-person workshop.

### OVERVIEW

Forklifts are powered industrial trucks used to lift and transport material. However, improper operations can turn it into a lethal weapon. The operator are therefore expected to have the ethic of working safely in all circumstances to prevent workplace accidents.

### OBJECTIVE

This refresher course aims to refresh the existing forklift drivers with all the safe driving habits and to reinforce the adherence of all the safety rules and guidelines when operating the forklift, hence prevent workplace accidents.

### THEORY & PRACTICAL

#### Asynchronous E-learning (to be completed before in-person workshop)

- Relevant Workplace Safety & Health (WSH) Legislations / Singapore Standards SS573, applicable to forklift operation
- Refresh on the correct interpretation of the Load Chart
- Forklift Stability
- Pre-Operational & Post Checks on a Forklift Machine
- Techniques and requirements for safe operations
- Highlights on the common safety lapses by forklift operators and the consequences.
- Safety Rules (Do's and Don'ts)

#### In-person workshop

- Case Studies
- Carry out forklift operations (Practical)

### ^ENTRY REQUIREMENTS / \*ASSUMED SKILLS AND KNOWLEDGE

- ✓ ^Valid forklift driving licence (must have completed "operate forklift" at least 3 years ago)
- ✓ ^At least 18 years of age
- ✓ ^Singaporeans, Permanent Residents or Holders of valid employment pass / work permit
- ✓ \*Be physically and mentally fit for the training, without any handicaps

Note :

*Those 70 years and above must produce a medical certificate of physical fitness*

### COURSE DETAILS

Duration : **1.5 days (12 Hours)**  
- E-learning (4 Hours)  
- In person workshop (8 Hours)  
Time : 8am–6pm (In Person workshop)  
Course Fee : **\$250 + GST per learner**  
Medium : **English only**

### CERTIFICATION

Safety course pass will be issued by THT Academy Pte Ltd to the learners who attain the competency level of skill and safety knowledge required.