

MCBH Forklift Registration Form

Standard ___ Narrow Isle ___ Powered Pallet Jack ___ Rough Terrain ___/Initial ___ Re-cert ___

Name: _____ Rank/Grade: _____
Last First MI

Work/Unit Phone #: _____ Cell #: _____ DoD ID# _____

E-mail address: _____

BRANCH OF SERVICE Circle one: USMC USN DOD/NAF Civilian

The following recommendation will provide the student with the best chance of success to obtain all level of operational competence necessary to pass the operator evaluation:

- ☐ Highly recommend 2 hours operation time on the forklift certifying for. Operators shall train under the supervision of persons who have the knowledge, training and experience to train operators and evaluate their competence (check box when completed).

The following materials must be obtained by the student prior to attending class (Provided by BSD to MCAS, HQBN and MCCS personnel only):

- ☐ IVES student handbook* with folder**. Tenant commands contact IVES at <http://www.ivestraining.com/forklift-training-certification-programs/forklift-training/> or call 1-800-643-1144.
- ☐ Hard hat, steel toe shoes, and gloves provided by student's unit/section.
- ☐ Safe, reliable forklift provided by student's unit/section*** for operator evaluation.

***Completion of the IVES student handbook prior to scheduled course is mandatory. Incomplete handbook is grounds for Rescheduling. _____ Initial**

****Folder must include final written theory test, practical evaluation form, certification certificate and operator certification card. _____ Initial**

*****Student unit/section must provide a safe, reliable, operating forklift for evaluation. Base Safety is not responsible for coordination or scheduling forklifts for student practice or operator evaluation. _____ Initial.**

COMMAND ENDORSEMENT/DISAPPROVAL

The above named individual is authorized to attend the MCBH Forklift course on _____ This is his/her appointed place of duty for this date.

Major Command/Base: _____ Unit: _____
(Organization, company, platoon)

Unit SNCOIC/OIC: _____
(Print Rank, Initials, Last Name)

Signature: _____

E-mail address: _____

Phone #: _____

APPROVE ___ DISAPPROVE ___ REASON: _____

MCBH Forklift Course registration form must be endorsed by unit SNCOIC/OIC before enrollment.

PRIVACY ACT STATEMENT

AUTHORITY: 5 U.S.C. Sections 4101 - 4118; and E.O. 9397. MCO5100.19F.CH6.MHE.PG6-3

PRINCIPAL PURPOSE(S): To request training by civilian or military personnel and to document, issue permits, and certificates as a result of receiving training.

ROUTINE USE(S): Civilian and military training information is maintained by Marine Corps Base Safety Office for data reporting purposes.

DISCLOSURE: Voluntary; however, failure to furnish the requested information may result in your ineligibility for participating in this training.

☐ Military/CAC Identification (verify)___

☐ Driver's License (verify)___

☐ OF-346 Permit (verify)___

☐ IVES materials (issued MCBH/HQBN/MCAS/MCCS)

☐ IVES materials (Verify - Tenant Commands must purchase and have books in hand prior to registration)

OFFICIAL BSD USE ONLY:

Received Date _____

BY: _____

Please call Base Safety if unable to attend at (808) 496-1830.

License is issued by Base Motor-T for MCBH Personnel, building 352 or call (808) 496-2304.

FORKLIFT SAFETY COURSE: The Forklift Safety Course provides forklift operators safety training as required by OSHA General Industry Standard 1910.178, in addition to being an integral step in obtaining their Government Operator's Vehicle License under NAVMC 10964. (Note: the IVES completion card is not a license, it represents proof of training only). The classroom portion is scheduled 0800-1200. Practical applications (site specific) will occur in the afternoon following classroom instruction. Units/sections may contact the Base Safety Department for information regarding the purchase of required IVES handbooks. Completion of the IVES handbook prior to the scheduled course is mandatory; an incomplete handbook is grounds for immediate dismissal. Students must be at least 18 years of age, possess a valid driver's license, and have an OF-346 Permit prior to registration. The OF-346 Permit is obtainable from Motor T in building 352; contact (808) 496-2304). A safe, reliable operating forklift for evaluation must be provided by the student's unit/section. The Base Safety Department is not responsible for coordination or scheduling forklifts for practice or evaluation. Courses are scheduled monthly. Classes are limited to 6 students.

8 Hours