



SmarTruck

Forklift Safety Inspection

User Manual

Version 1.1
October 2024

Table of Contents

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1. The Importance of Safety Inspections	3
2. SmarTruck Forklift Safety Inspection.....	5
3. PoziTech Safety Inspection App.....	6
3.1. Installation and Initial Configuration.....	6
3.2. Launch the PoziTech Safety Inspection Application.....	9
3.3. Start Inspection	11

1. The Importance of Safety Inspections

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In terms of workplace safety, the Occupational Safety and Health Administration (OSHA) is the controlling authority in the United States responsible for setting and enforcing protective workplace safety and health standards.

OSHA standards are rules that describe the methods employers are legally required to follow to protect their workers from hazards. Before OSHA can issue a standard, it must go through a very extensive and lengthy process that includes substantial public engagement, notice and comment. The agency must show that a significant risk to workers exists and that there are feasible measures employers can take to protect their workers.

These standards, for example, limit the amount of hazardous chemicals workers can be exposed to, require the use of certain safe practices and equipment, and require employers to monitor certain workplace hazards.

OSHA's general industry powered industrial trucks standard at 29 CFR 1910.178 contains safety requirements relating to forklifts, tractors, platform lift trucks, motorized hand trucks, and other specialized industrial trucks powered by electric motors or internal combustion engines.

These material handling equipments are fundamental for a wide range of industries, but if not used properly, they could cause serious injuries and even fatalities.

The OSHA Standard 1910.178 covers numerous requirements for employers and employees to achieve a safe and healthful workplace.

One of the key requirements is the pre-shift inspections.

Section 1910.178(q)(7) reads:

Industrial trucks shall be examined before being placed in service, and shall not be placed in service if the examination shows any condition adversely affecting the safety of the vehicle. Such examination shall be made at least daily.

Where industrial trucks are used on a round-the-clock basis, they shall be examined after each shift. Defects when found shall be immediately reported and corrected.

This document is a handbook for the pre-shift inspection option as part of the PoziTech SmarTruck system.

2. SmarTruck Forklift Safety Inspection

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The following pre-shift inspection process not only aligns with the OSHA standards, but it is a far better solution for employers and employees than a paper-based process.

The SmarTruck solution provides a complex ecosystem for tracking, managing, and supporting logistics and storage processes carried out by using forklifts and other vehicles (MHEs). By making these processes transparent and properly documented, the SmarTruck solution can provide a solid base for analyzing the related processes and supporting optimization.

The card-based operator identification used by the SmarTruck system provides the possibility to manage the drivers' permissions; the system only allows the MHE to be used by drivers who have been previously authorized to.

This identification and authentication procedure can be used for digital pre-operation inspections. Inspections can be completed on portable handheld devices connected to the system, displaying a customized daily checklist specific to the type and drivetrain of the forklift under inspection. The operation of the forklift is restricted by the system until the inspection is completed. Furthermore, accurate logging provides clear accountability and objective responsibility.

3. PoziTech Safety Inspection App

PoziTech Safety Inspection, part of the SmarTruck platform, ensures effortless compliance with OSHA regulations through digital pre-operation inspections.

Please note that this app is exclusively for existing clients of the PoziTech Safety Inspection solution and cannot be used without client-specific configuration and required SmarTruck hardware and software components.

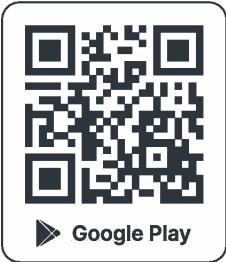
3.1. Installation and Initial Configuration

All existing client of the PoziTech Safety Instruction solution get a client-specific quick installation and configuration guide containing the following key information:

- Installation of the app (through Google Play Store or QR code)
- Configuration of the app (using a unique, client-specific QR code)
- Access the user manual of the PoziTech SmarTruck pre-shift inspection process

The structure of the unique "Get Started" instruction sheet granted to the clients:

Get Started with PoziTech's Forklift Safety Inspection

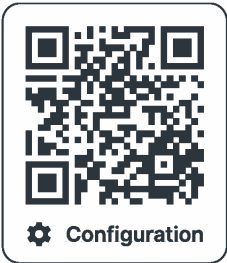


Step 1

Get the PoziTech Safety Inspection app from the Play Store or by scanning this QR code

Step 2

On first launch, configure the app using this unique QR code for ACME Forklifts



Step 3

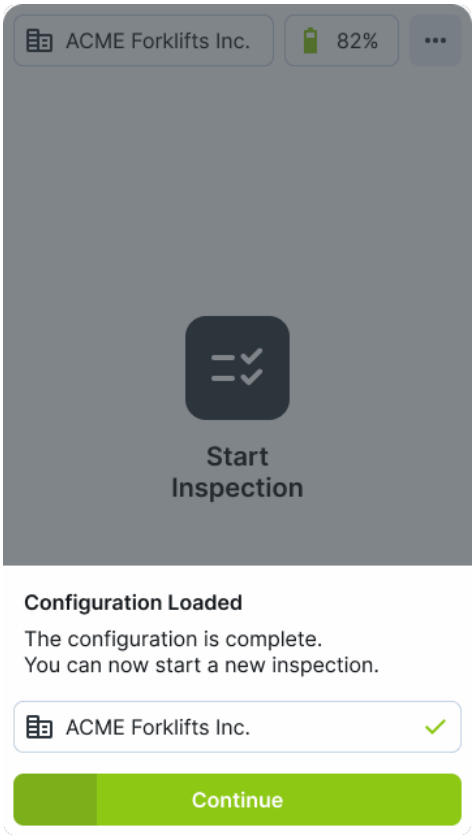
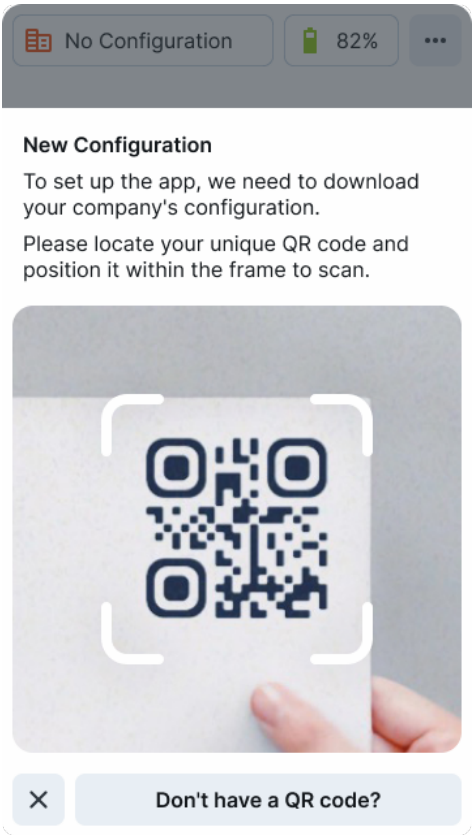
Access the manual by scanning this QR code or by visiting docs.pozi.tech/manuals/inspection

For assistance or more information, please contact your fleet manager.
Learn more about the PoziTech SmarTruck ecosystem at smartruck.pozi.tech.

Once the installation of the app is completed, an initial setup procedure begins on the first launch.

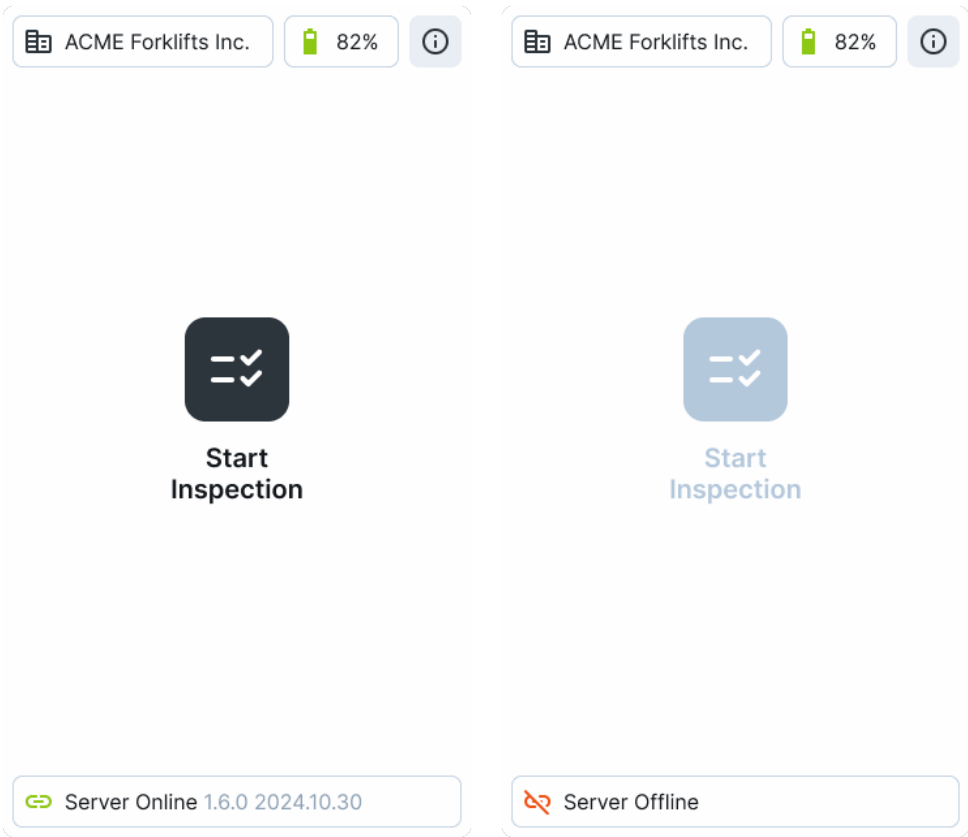
To download the configuration for the specific company, a permission is required for access to the camera in order to scan the Service Configuration QR code.

After successfully scanning the QR code, the name of the loaded configuration appears. Among other parameters, the configuration determines the timezone, the language of the user interface, and shift intervals,



3.2. Launch the PoziTech Safety Inspection Application

If the initial setup procedure is successful, the following screen will be the Home screen each time you start the application:



To initiate the pre-shift inspection procedure, the portable handheld device must be online, indicated at the bottom of the screen.

On the System Status screen (button is located in the upper-right corner of the Home screen), there is information about the configuration and the permissions granted to the app.

System

Status

Server Online 1.6.0 2024.10.30

App 1.20 2024.04.24

Configuration

ACME Forklifts Inc. 2024.10.28.

Change Configuration

Permissions

Bluetooth Allowed

Camera Allowed

NFC Allowed

Privacy Policy

System

Status

Server Offline

App 1.20 2024.04.24

Configuration

No Configuration

New Configuration

Permissions

Bluetooth Denied

Camera Denied

NFC Allowed

Privacy Policy

3.3. Start Inspection

To initiate the pre-shift inspection procedure, complete these two steps sequentially:

1. **Authenticate yourself on the forklift you want to use!**

Scan your access card at the card reader on the forklift dashboard!
To accomplish this, place your card into the reader's card holder.
Please note that the card must remain in the holder during the entire forklift operation, as the system functions as an immobiliser.



Card reader on dashboard

If the forklift is ready for authentication, the card reader displays a solid or alternating blue light.

The card reader displays a white flashing light if the authentication is successful and the pre-shift inspection is required. Typically, performing only one inspection in every shift per forklift is required, but the client may provide otherwise.

The card reader displays a solid green light upon authentication if an inspection has already been performed on the given forklift for the shift and another inspection is not required. In this case, the forklift is ready to use.

Please note that the feedback and alerts of the onboard card reader could vary from the above, depending on the functions implemented in the customers's PoziTech SmarTruck and SafeTruck systems. For more information, please contact your fleet manager.

2. Connect your phone to the forklift!

Touch the back of your phone to the NFC tag on the forklift dashboard. As the reading range of an NFC tag measures in centimeters, it is important to place the handheld device correctly on the tag. Devices usually have the NFC chip on the back at the top or middle.

Running the app is not necessary for reading the NFC tag, but the screen of the handheld device has to be unlocked.

After reading the NFC tag, the Bluetooth connection will start automatically to connect the forklift.



NFC tag on dashboard

NFC and Bluetooth are required to connect your phone to the forklift. Ensure that NFC and Bluetooth are enabled in the system settings and all the necessary permissions granted for the app!

Start Inspection

Complete the following two steps to start the inspection:

Step 1

Authenticate Yourself on the Forklift

Scan your access card at the card reader on the forklift dashboard.



Step 2

Connect Your Phone to the Forklift

Touch the back of your phone to the NFC tag on the forklift dashboard.

The Bluetooth connection will start automatically.



Can't find the NFC tag?

Start Inspection

Complete the following two steps to start the inspection:

Step 1

Authenticate Yourself on the Forklift

Scan your access card at the card reader on the forklift dashboard.



Step 2

Connect Your Phone to the Forklift

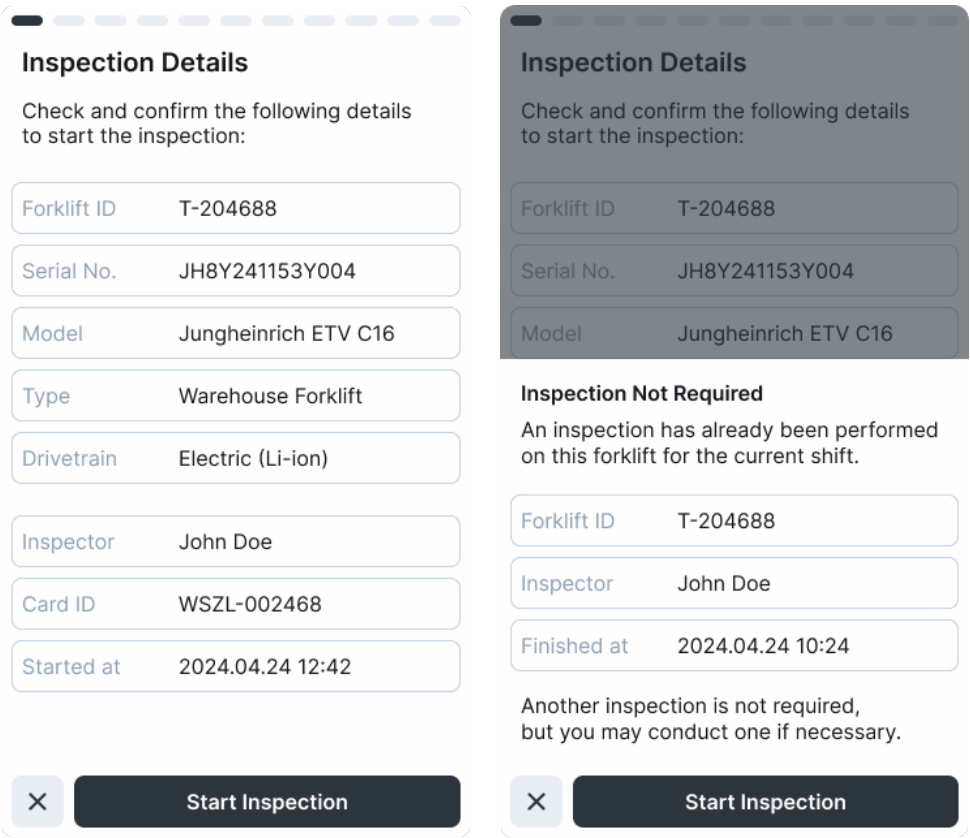
Touch the back of your phone to the NFC tag on the forklift dashboard.



Connecting to Forklift

This may take a few minutes.
Please do not close the app.

After successful authentication and connection, an Inspection Details screen appears with basic information about the forklift and the inspector. If all the data is correct, you can start the inspection.



The app shows a message if an inspection has already been performed on the given forklift for the shift and another inspection is not required. But the option is given to conduct a new inspection if the inspector considers it necessary (e.g., if the operation of the forklift is questionable or the inspector is experiencing new damage or malfunction).

A progress indicator at the top of the screen helps estimate the remaining time required to complete the inspection.

16

Typically, the items consist of single-choice questions or statements, with the following responses available:

- ✓ for OK
- × for issues
- for not applicable

In the last step, review and confirm the inspection statement to complete the inspection by tapping the related button.

Statement

Review and confirm the inspection statement by tapping the ✓ button below.

Inspector

John Doe

Card ID

WSZL-002468

Finished at

2024.04.24 12:48

I hereby certify that I have conducted the forklift safety inspection and that the forklift has been thoroughly inspected for compliance with regulations and safety standards.

Any identified issues have been documented, and necessary corrective actions have been recommended.

✓

←

Submit Inspection

Success

The safety inspection has been performed on this forklift for the current shift.

Forklift ID

T-204688

Inspector

John Doe

Finished at

2024.04.24 12:48

The certified inspection report will be available for online review shortly.

You may now operate the forklift.

Close

After successfully submitting the inspection, any authenticated employee can operate the given forklift until the end of their shift.

The card reader indicates the inspected state of the forklift with a solid green light upon authentication.