



National

LIFTOR

The LIFT Truck Operator Registry

Voluntary National Licensing System for Powered Industrial Truck Operators

Annual Conference

Introduction: The purpose of this annual conference is to provide National LIFTOR Licensed Industrial Sites with an alternative to the regular three-year "Acid Test" requirement, and to provide an **annual working forum** for implementing updates and improvements. This would also provide for an annual review and opportunities to comply with applicable regulatory requirements such as OSHA, EEO and general company policies.

It has been a regular practice to Re-Certify Instructor & Test Examiners at the **end** of every three-year certification cycle. This annual conference alternative would effectively replace the regular effort with a yearly incremental effort, over each of three consecutive years. Each week-long, annual conference would: 1) provide an opportunity for each Instructor to demonstrate a simplified and reduced requirement for **maintaining** Instructor & Test Examiner certification, i.e. a 1/3rd REDUCED "Acid Test"; 2) provide for an orderly working forum for recommending and immediately implementing improvements to the National LIFTOR process, and 3) realign National LIFTOR resources with the goals of company management.

Objectives: The annual conference will have the following key objectives:

- 1) Verify that 100% of Instructor & Test Examiners, at your industrial site, are current with their OPERATOR certification.
- 2) Verify that 100% of Certified Instructor & Test Examiners demonstrate evidence that they:
 - a. Make accurate judgments about whether an operator has demonstrated National LIFTOR criteria during administration of the Operator Certification Test; and
 - b. Recommend and implement improvements and authorized changes to National LIFTOR practices and materials; and
 - c. Supervise Operators in accordance with OSHA rules related to 29 CFR 1910.178 - Powered Industrial Trucks; and
 - d. Routinely act on National LIFTOR Principles, Philosophy and Beliefs, when appropriate (See www.LIFTOR.com).

National LIFTOR Policy: Each Instructor & Test Examiner who already passed their original "ACID TEST", will NOT HAVE TO TAKE THE COMPLETE ACID TEST during any one year. They will be required to submit to and pass ONLY a 1/3rd PORTION of the "ACID TEST" each year, as follows:

1. They choose and practice one-third (1/3rd) of the CERTIFICATION TEST items. They will demonstrate items of their choice under "Acid Test" conditions. ONLY those test items that include one or more "STOP TEST" criteria are eligible for test item selection.
2. For each year's annual conference, for three years, the items chosen are to cover at least one third (1/3rd) of the Operator Certification Test, on a rotating basis, until all items are passed.



National LIFTOR The LIFT Truck Operator Registry

Voluntary National Licensing System for Powered Industrial Truck Operators

3. If the Test Examiner does NOT pass this reduced version of the "ACID TEST" on the first try, s/he will be given multiple tries (24 hour waiting rule applies) during the scheduled, week long conference. If the Test Examiner does NOT pass the REDUCED version of the "ACID TEST" during the scheduled week, s/he will be suspended as a National LIFTOR Certified Test Examiner, pending a review with local site management.

For Candidate Test Examiners who have NOT yet passed a complete acid test, they are required to do so BEFORE entering the three (3) year certification maintenance plan.

In addition to the REDUCED "ACID TEST" requirement, the week will be planned to give Certified Instructor & Test Examiners a forum for group and self-assessments of their demonstrated abilities. They will be encouraged to recommend useful improvement practices, get them authorized, and implement them during the National LIFTOR Conference week.

The annual conference week is to be scheduled separately from the National LIFTOR Certified Instructor & Test Examiner workshop, the "Acid Test" for NEW Candidates, and from any custom training, "Assembly Line" or "Production Line" activities.

In the future, if we decide to train NON-supervisors to act as Lift Truck Instructors (with limited instruction-ONLY duties), then we will include them in the annual conference.

Fees:

<p>Complete 5 day on-site conference - Monday through Friday (or Tuesday through Saturday) from 8:AM through 5:PM:</p>	
<p>Includes one National LIFTOR Certified Instructor & Test Examiner Kit, for each participant who has National LIFTOR Certified Instructor & Test Examiner credentials.</p>	
<p>Includes one year supply of #CBR 0503 "Daily Shift Examination Forms" (Be sure to state the total number of Counter Balance, VNA and Reach Trucks operating at your licensed industrial site.)</p>	
<p>The fixed fee for this service is:</p>	<p>\$11,325.</p>

Please note that travel expense is invoiced separately.

To schedule a National LIFTOR Annual On-Site Conference, please do the following:

1. Call Joe Monaco to schedule conference dates for the first year (1-888-4-LIFTOR).
2. Send a purchase order number to one of the following:

Email: jmonaco@LIFTOR.com

Fax: 732-563-4430

Mail: Joe Monaco
 Monaco Group, Inc.
 1656 Washington Valley Road
 Martinsville, NJ 08836