







**CERTIFICATION SCHEME  
 FOR  
 FORKLIFT OPERATOR**  
 (As per BS EN ISO/IEC 17024:2012)

**CS-04**  
**Issue 01 – Rev. 06**  
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  <p>Mirdif Security &amp; Safety Consultants MSSC</p> <p>مجلس الامارات للتصنيف Emirates Certification Society</p>	<p align="center"><b>Certification Scheme for Forklift Operator</b></p> <p align="center">(According to BS EN ISO/IEC 17024:2012)</p>	<p align="center">CS-04 Issue 01 Rev. 06 Nov. 24, 2022</p>
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## 1.0 Candidate Rights and Duties.

### 1.1 Candidate Rights.

- The candidate has the right to ask for rescheduling of the examination by incoming MSSC at least two (2) days prior to the examination day.
- All information supplied by the applicant, candidate, or certified person and information obtained during the certification process are not disclosed to any unauthorized party without the written consent of the individual (applicant, candidate, or certified person), except where the person will be notified as to what information will be provided.
- All certified person will receive a certificate and ID card upon certification.
- All applicants, candidates or certified person has the right to raise an appeal against the certification decision by sending email to [Info@mirdifsecurity.com](mailto:Info@mirdifsecurity.com) including all the details of their complaints.
- All the applicant, candidate, or certified person has the right to raise a complaint in case of any dissatisfaction by sending email to [Info@mirdifsecurity.com](mailto:Info@mirdifsecurity.com) including all details of their complaint. For an applicant with special needs has opportunity to declare, with reason a request for accommodation.

### 1.2 Candidate Duties.

- All candidates must comply with the relevant provision of the certification requirement and supply any information needed for the assessment.
- All candidates must provide genuine and valid information details in the application form as they will use to access his competency for granting the certification.
- All the candidates must comply with MSSC examination policy to maintain the integrity and security of the examination process and not to release any confidential examination materials or participate in fraudulent test-taking practices. An irregular or improper behavior during examination that is observed uncovered by other means will be considered a supervision of the certification process and will initiate grounds for invalidation of the candidate's examination.
- All candidates must sign a non-disclosure agreement or other agreement indicating their commitment not to release confidential examination materials or participate in fraudulent test-taking practices.
- All candidates must confirm their identity using official identity documents (passport or Emirates ID)
- All candidates must refrain from using any unauthorized aids and prevented from using any unauthorized access to those aids (Aids means any media containing data relevant to the examination and might be used to assist the candidate to pass the exam. Either hard or soft copy media) from being brought into the examination area.
- All candidates must not use the certification in such a manner as to bring MSSC into disrepute and not to make any statement regarding the certification which the certification body considers misleading unauthorized.
- All candidates can make claims regarding certification only with respect to the scope for which the certification has been granted.
- All candidates must be discontinued the use of all claims to certification that contain any reference to the certification body or certification upon suspension or withdrawal of certification, and to return the certificates issued by the certification body.
- All candidates must inform the certification body, without delay, of matters that can affect his capability to fulfill the certification requirements.
- All candidates must notify MSSC in case the examiner is known to him prior to the examination process to any conflict of interest.

  <p>Mirdif Security &amp; Safety Consultants MSSC</p> <p>الجمعية التقييمية Ukrainian Classification Society</p>	<b>Certification Scheme for Forklift Operator</b> (According to BS EN ISO/IEC 17024:2012)	<b>CS-04</b> Issue 01 Rev. 06 Nov. 24, 2022
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## 2.0 Scope of Certification.

This certification scheme has developed and intended to include all process and requirements to evaluate knowledge and skills for individuals who are seeking a certification for the operator's competency regarding for safe operation of Forklift.

## 3.0 Job and Task Description (criteria for certification)

The Forklift operator is responsible for loading and moving the load from one place to another and knows how to follow the manufacturer's operation precaution and safety.

## 4.0 Required Competence (criteria for certification)

MSSC certification exams are designed for Forklift operator (candidate) who have been trained and currently deployed in forklift operation and with appropriate knowledge and experience in the practical and theoretical as follows:

- Understanding basic forklift movements
- Know how to comply with manufacturer recommendation
- Know the rated capacity of the machine.
- Know the load center as per manufacturer.
- Know the proper load stacking
- Know the position of the fork while driving

## 5.0 Abilities (criteria for certification)

The Candidate who is aspiring to this certification should meet the requirements physically and mentally and have the capability to perform duties throughout their certification period.

## 6.0 Pre-requisite (criteria for certification)

The applicant must meet the required competence to register for the examination

## 7.0 Assessment methods for initial certification and recertification

(Ref to QP\_9: Certification)

## 8.0 Criteria for suspending and withdrawal certification

(Ref to QP\_10: Certificate issue suspension and withdrawal)

## 9.0 Criteria for changing /reduction the scope or level of certification

(Ref to QP\_10: Certificate issue suspension and withdrawal)

## 10 Substance Abuse Policy

Operator may not use prescription or non-prescription substances that may impair their ability to carry out his activities safely. This includes prohibited drugs, controlled substances, similar drugs, designed drugs, or any other substance that may influence the human body as being sedative, depressive, depressant, or hallucinogenic.

## 11 Fees

Fees charged shall be for the Certification Services and not for the sake of issuing a Certificate, Fees will be applicable as per company approved price list document for certification testing and retesting and recertification. Additional payment will be charged for additional copy of a competency card or certificate.