

Loading &

Unloading

Your Forklift



Enter a trailer only when you are certain that the vehicle has been secured and can't move away from the dock.

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orklifts make loading and unloading materials faster and easier, but they can be dangerous if not operated properly. Because so many steps are involved, loading and unloading present special accident risks. Follow these basic rules to stay safe.

Loading

- Plan your load. Think in advance how to make each load stable and centered. If the load consists of loose items, stack and secure them carefully.
- Before driving into trailers, rail cars or trucks, always make sure that the vehicle has been secured, either with chocks under the rear wheels or with another type of restraint system. (Trailer movement is a leading cause of loading accidents.)
- Don't cut corners by overloading. Overloads remove weight from the rear wheels, thereby causing steering loss. Keep loads well within your vehicle's rated capacity.
- Never load higher than the height of the backrest, and never carry anything on the overhead guard.
- Raising and lowering forks is part of loading and should never be done while driving. Loaded or empty forks should be 6–10 inches off the ground—high enough so they don't hit bumps, holes, or curbs.

- Plan your route. Know where to expect obstructions, intersections, pedestrians and ramps.

Unloading

- Whether unloading onto a rack or a truck, take time to position the load accurately.
- Finish lowering the forks before you back out. Always back out carefully after unloading, looking over your shoulder.
- Never place a load in an aisle or a fire aisle or in front of a stairway or fire equipment.

Pedestrians and Co-workers

Most forklift accidents involve people other than the driver. Keep pedestrians a safe distance away from your vehicle while loading and unloading. If you lift co-workers onto safety platforms, make sure the platform is securely attached, and be alert for overhead obstructions. Never travel with anyone on the platform.

Use Common Sense

Following these common-sense safety rules will help you prevent accidents and property damage. 