BG ETEM
Energie Textil Elektro
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Workplace
Transport



Pedestrian-Operated Industrial Trucks

Training
Support Material for Workplace Safety Briefings

Your Statutory Accident Insurance



Safe use of pedestrian-operated industrial trucks

Operating pedestrian-controlled lift trucks frequently results in injuries, particularly to the feet. Some of these accidents may be serious. Basic rules of conduct and clear organisational procedures can help ensure that these transport vehicles are used safely.

What are the typical hazards?

- Operators colliding with the vehicle or becoming crushed between it and obstacles
- Collisions with pedestrians
- Loads shifting or falling

Prevent unauthorised use: secure the vehicle when leaving it unattended by removing the key!





The sticker “Pedestrian-operated industrial trucks: key rules for daily pre-use checks” (H051) can now be ordered from **medien.bgetem.de**

Safety-critical functions

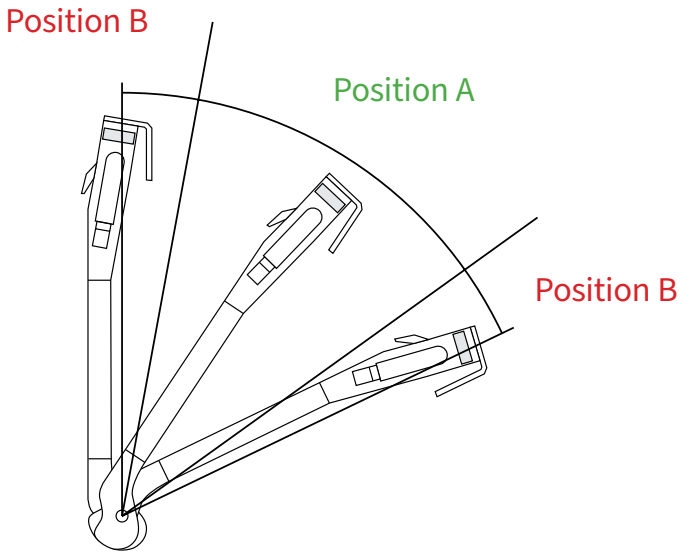
Practise safety-critical functions before starting work, e.g.:

- Brake positions of the tiller arm in the upper and lower positions
- Safety reverse switch on the tiller head (note that if held down continuously, the vehicle may automatically reverse direction or push back)
- Emergency braking: tapping the drive control briefly into reverse
- Reverse-current braking
- Mast guard or protective screen



Report any defects to your supervisor immediately.

Tiller arm positions: overview of functions



Position A:
Drive position
- Drive power **on**
- Brake released

Position B
Stop/brake/emergency cut-out
- Drive power **off**
- Brake applied

Daily visual and pre-use checks

General
- Vehicle damage
- Switches and controls
- Drive system
- Warning devices

Chassis and running gear
- Wheel guards
- Tiller steering
- Control elements
- Brake
- Emergency stop on the tiller head
  Lift mechanism

Lift mechanism
- Hydraulics
- Load-handling devices
- Mast safety devices
- Lift chains, hoist ropes

Drive safely and carefully

- Report damage to floors
- Do not carry passengers or use the vehicle to lift or lower people
- Walk outside the truck's travel path
- Where possible, use pedestrian-operated lift trucks with additional impact protection (foot protection bar)
- Report restricted space or tight working conditions to your supervisor
- The safety reverse switch and the tiller-position braking system do not provide absolute protection; avoid manoeuvring in confined spaces

Handling the load

- Check the condition and stability of the load before picking it up
- Ensure the load is centred, positioned longitudinally where possible, and tight against the fork face
- When driving, do not raise the load any higher than necessary for ground clearance
- Pedestrian-operated industrial trucks are designed for use on level floors
- Never stand or walk beneath a raised load
- When retrieving or putting away loads at height (e.g. in racking), position the truck squarely in front of the bay. Move the vehicle in or out carefully and in a straight line while the load is raised. Never allow colleagues to hold or steady the load while the vehicle is in motion.
- Plan ahead for future retrieval (stacking order/sequence) when setting down loads



During operation, the different load limits must be known and observed.
This applies to:

- Capacity of the pedestrian-operated industrial truck (always check the load capacity chart and the load centre of gravity)
- Load capacity of racking, mezzanine floors and stacking frames (intended to hold the load)
- Load capacity of transit routes (only use authorised routes)
- Load capacity of loading bridges and hatch covers

How can you protect yourself?

Pedestrian-operated industrial trucks

- Follow the operating instructions
- Only use vehicles that are completely free of safety defects

Operator

- Only competent, fully trained and authorised operators are permitted to use the pedestrian-operated industrial truck
- Wear safety footwear and, where necessary, protective gloves
- Secure the vehicle against unauthorised use

Caution: Risk of tipping! Loads can tip over even at low speeds or due to floor unevenness.



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BG ETEM

German Social Accident Insurance Institution for the Energy, Textile, Electrical and Media Products Sectors
Gustav-Heinemann-Ufer 130
50968 Cologne, Germany
Phone: +49 221 3778-0
www.bgetem.de

A bespoke service for you
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