

# Hand pallet trucks and operator safety

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# Legal training requirements

- Hand pallet trucks (HPTs) categorised as Z1
- All MHE has a category
- From Dec 1<sup>st</sup> 2019 new testing standard for HPTs
- Will include theory training, written test, practical test and pre-shift checks
- Z1 category is manual or semi-manual
- Also includes HPTs with electric drives
- Training requirement will not come under L117 (Approved Code of Practice for rider operated lift trucks)
- Instead will come under PUWER (Provision and Use of Work Equipment Regulations 1998)
- Employer has a duty to provide training work any relevant work equipment

# How to safely operate a hand pallet truck...

- **Pre-operational checks**

- Visually inspect the truck for damage or cracks.
- Raise the forks to check the hydraulic pump is in working order by pressing the lever downwards then operate the handle. Raise forks fully and look for any sign of hydraulic oil leaking.

- **How to operate the truck safely**

- Before entering the pallet check the load is securely stacked and the pallet is not damaged.
- Ensure sufficient space between operator and there is enough clearance when raising the forks.
- face the direction you will be travelling. Ensure route is clear of obstruction. gently pull to start the truck moving with the forks trailing (behind you).
- Always walk. Never run. When travelling down a slope with the truck loaded keep the load facing down and control the speed by pulling back with both hands on the handle.
- ensure you are clear of the load before lowering by slowly pulling on the lever,
- When fully lowered release the lever into the neutral position
- Check all around is clear and pull the hand pallet truck clear of the pallet.



# Operating a pump truck on a tail lift correctly

- Ideally there should be some form of fall prevention system, to stop the operator having a fall from height (work at height in the UK is stated as: A fall from above, below or at ground level where the individual could be injured) whilst working on a tail lift.
- If you are operating a pump truck on the back of a vehicle you should ideally push the load onto the tail lift at height (normally pulling would be the preferred operating method), however to reduce the risk of entrapment between the load and the fall prevention system or the operator losing control and being unable to stop the HPT and load moving and being “pushed” off the tail lift.
- When the load, or load and HPT, is being lowered on the tail lift the operator needs to ensure that the load is fully lowered and the tiller arm turned to 90 degrees to prevent it rolling out.



# LONE WORKING WITH PUMP TRUCKS

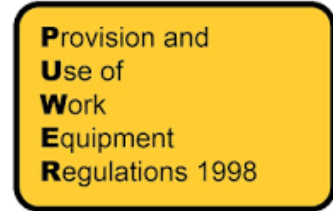
- There is no specific legislation about lone working with pump trucks.
- You would follow the normal guidance on Lone Working as The Management Of Health and Safety at Work Regulations 1999.
- The Employer needs to be asking themselves key questions prior to allowing Lone Working to take place, such as:
  - What happens if the individual becomes ill?
  - Monitoring – how will you monitor the individual?
  - How will they be supervised?
  - What specific training do they need to be given?
  - Do they have a medical condition?
  - Can one person adequately control the risks of the job?
- Do Lone Workers exist with HPTs – YES, and the most common use is a delivery driver loading and unloading using a tail lift.
- So, this is where all the elements about training and providing fall prevention comes into place.

# Servicing & Safety inspections

## Do pump trucks come under LOLER?

BITA guidance has always been that this equipment is not carrying out a lifting operation, and is not, therefore, subject to LOLER.

The HSE confirms this view and has recently updated its Approved Code of Practice to clarify that LOLER applies to “high-lift pallet trucks, both manual and powered, that have the ability to raise the forks above 300mm”.



# Servicing & Safety inspections

## Provision and Use of Work Equipment Regulations 1998 (PUWER)

New equipment for use at work should be CE marked, have a declaration of conformity and provided with instructions in English.

The frequency and nature of maintenance should be determined through risk assessment, taking full account of:

- the manufacturer's recommendations
- the intensity of use
- operating environment (e.g. the effect of temperature, corrosion, weathering)
- user knowledge and experience
- the risk to health and safety from any foreseeable failure or malfunction





# Managing weight limits for manual handling

Question:

Are there any recommended weight limits for manual lifting?

Answer:

The law does not identify a maximum weight limit.

It places duties on employers to manage or control risk.

Things to be considered include the individual carrying out the handling operation, e.g. strength, fitness, underlying medical conditions, the weight to be lifted and distance to be carried, the nature of the load or the postures to be adopted or the availability of equipment to facilitate the lift.

# Managing weight limits for manual handling

Question:

What can be done to help prevent manual handling injuries?

Answer:

The main thing is a risk assessment, though there are other considerations:

Can it be moved mechanically?

For example by using a handling aid, such as a pallet truck, an electric or hand-powered hoist, or a conveyor?

# Managing weight limits for manual handling

## Full Electric Pallet Truck

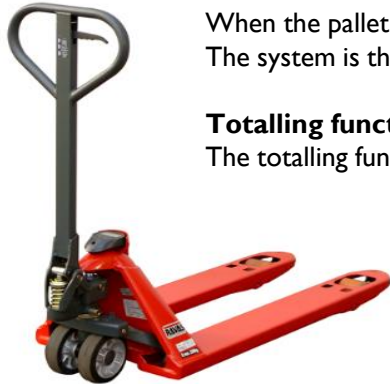


- ▶ Fully powered drive/lift and same size as a manual pallet truck
- ▶ Easy to use
- ▶ 100% charge in 2.5 hours - 50% charge in 30 minutes
- ▶ Ergonomically design with reduced noise
- ▶ Battery discharge indicator
- ▶ E Stop
- ▶ The future of pallet trucks!

# Managing weight limits for manual handling

## Integrated hand pallet truck weighing scales

When mobile weighing scales are integrated in hand pallet trucks, you can weigh during transport. With a hand pallet truck or jack with scale, you can save time, manpower and space. Transporting and weighing can be done at the same time with hand pallet trucks or jacks with scales.



### **Overload – Alert in the display**

When the pallet truck has a load heavier than the maximum capacity of 2,200kg the indicator shows an overload alert in the display. The system is then overloaded and needs to be altered.

### **Totalling function**

The totalling function enables the accumulation of multiple weights and storage of these in the indicator's memory.