SECTION 4
GENERAL RULES OF THE ROAD

Section 4 Objectives

At the end of this section, you will be able to:

1. Describe rules of the road for operating lift trucks.
2. Explain how to operate trucks around pedestrians.
3. Describe the proper method for traveling on ramps or other sloped surfaces.
4. Apply the safety rules for traveling in tractor trailers and railcars.
5. Define the rules for parking your truck.

Importance Statement

It is important that you:

1. Reduce the risk of personal injury and product and property damage when operating the lift truck.
2. Understand how to safely operate the lift truck by knowing its operation, capabilities, and limitations.

Read and understand the Operation and Maintenance Manual.

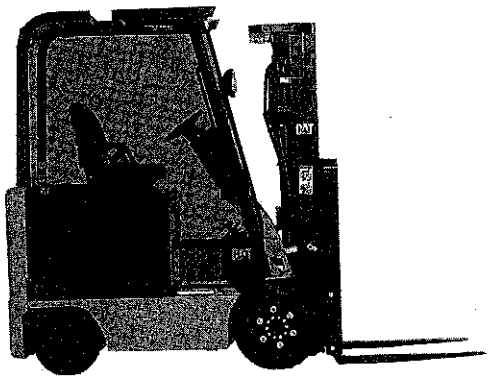
Entering The Vehicle

- Check hands and feet for grease or oil.
- Never jump on or off a stationary or moving truck.
- Squarely face the vehicle. Use three-point method for mounting and dismounting your truck.
- Grab the assist grip with your left hand and the hip restraint with your right hand.
- Avoid grabbing the steering wheel.

Notify your supervisor immediately if you are involved in a lift truck accident that results in personal injury to you, injury to others, or damage to company property.

Safety Guidelines When Operating A Lift Truck

- Always use operator restraint system of truck.
- Stay inside operator's compartment. Keep all body parts inside compartment.

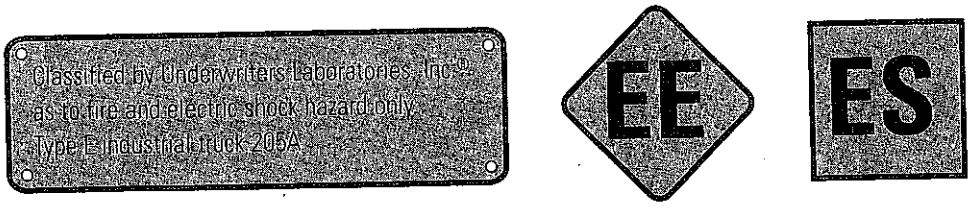


News Flash!

A lift truck operator suffered severe injuries to his heel. While maneuvering his truck around some racking, he turned the truck too close to the rack. Police say his heel was exposed to the racking, causing the injury.

What happened?

- Never reach into moving parts of the truck.
- Use the lift truck only in areas where it can safely operate.
- There are plates and decals on your truck, which tell you if your truck is equipped with the proper safety devices to operate in a designated area.
  - Refer to Appendix A – Designations For Powered Industrial Trucks.



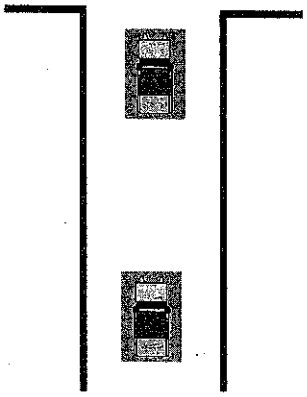
- Obey all company safety rules and posted traffic signs.
- Stay in approved aisles and follow normal traffic patterns.
- Keep a clear view of the path of travel.
- If your forward vision is blocked, travel in reverse.
- Never grab the rear leg of the overhead guard for support.
  This practice exposes your fingers outside the operator compartment and could cause injury.
- Operate your truck at a safe speed.
- Start, stop, and change directions smoothly.
- Use personal protective equipment in enclosed, confined areas.
- Sound your horn and slow down when approaching intersections, blind corners, door and ramp openings, pedestrians, and other vehicles, and when backing up.
- When traveling, keep the forks in a low position that provides adequate clearance over the surfaces you will travel.
- Check for overhead obstructions.

News Flash!

A warehouse sprinkler system was set off when a lift truck driver hit the system with his lift truck. Apparently, the operator was stacking a pallet and moved the truck while the mast was in the air. The company estimated a $25,000 loss in property damage.

What happened?

- When following another vehicle, maintain at least a three-truck-length distance between you and them.
- Never attempt to pass another moving vehicle going in the same direction at intersections, blind spots, or other dangerous locations.
- Slow down for rough or uneven surfaces. Cross rough surfaces and railroad tracks at an angle and keep a firm hold on the steering wheel.
- Avoid running over obstacles or holes in the roadway. Never run over debris. Remove or avoid the debris. Mark the location with caution indicators if the hazard cannot be removed, and report it to your supervisor.



- Never make on-the-go directional changes when carrying a load.
- Make absolutely sure the operating surface or floor can safely support the vehicle and its load. This includes:
  - Tractor trailers
  - Railcars
  - Elevators
  - Old multistory buildings.
- Maintain a safe distance from the edge of docks. 7% of all lift truck accidents occur when lift trucks fall off docks.
- Know the weight of the lift truck, which you can find on the truck's capacity plate, and the weight of the load.
- When entering an elevator or other confined areas, enter with the load end first.

News Flash!

A lift truck fell from a loading dock, killing a foreman. The foreman was waiting for a ride, sitting on his lunch box. A lift truck operator backed his truck off the dock, crushing the foreman to death. The operator was stacking pallets and got too close to the edge of the dock during maneuvering.

What happened?

- When handling hazardous materials:
  - Refer to Material Safety And Data Sheets (MSDS).
  - Know how to handle.
  - Know how to clean up spills.
  - Know what medical actions to take should you become exposed to the material.

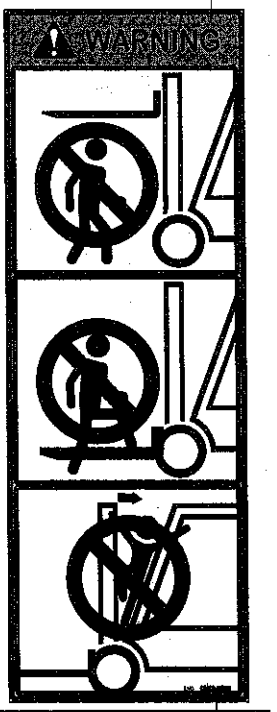
News Flash!

A lift truck operator punctured a chemical drum at a freight company, forcing evacuation of the terminal building. The local protection division spokesman said 15 to 20 gallons of an undetermined pesticide were spilled in the accident.

What happened?

Pedestrian Traffic

About 18 percent of all lift truck accidents occur when pedestrians are struck by lift trucks. Another 14 percent occur when pedestrians are struck by falling loads.



- Always give pedestrians the right-of-way.
- When approaching corners, slow down, sound your horn, check convex mirrors.
- When passing pedestrians, sound your horn, establish eye contact, and stay clear of them. This is especially important with electric powered lift trucks.
- Follow normal, designated traffic patterns.
- When working around pedestrians:
  - Sound your horn.
  - Signal pedestrians to stop when you're in the middle of a job.
  - Wave them on only when you are finished.
  - Make sure they are completely out of the way before proceeding.
- When working around pedestrians in tight quarters, watch out for rear end swing.
- Never give a pedestrian a ride.
- Keep pedestrians away from your vehicle at all times, even if you are not moving.
- Never allow anyone underneath the elevated portion of the truck.
- Never raise anyone on the forks. About 12 percent of all lift truck accidents occur when personnel fall off forks.
- Never climb between the mast and the body of the lift truck.

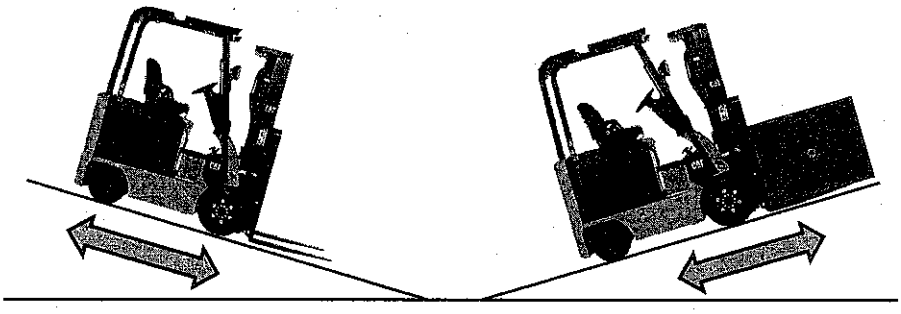


News Flash!

A pedestrian was run over by an 8,700 pound lift truck. The woman was hit during a trip to a supermarket. She had a crushed left foot, an injured leg, and a tire mark across her left leg. The lift truck operator told police he did not see the woman crossing his path.

What happened?

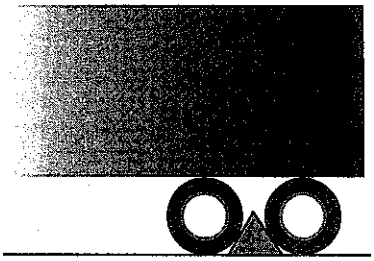
Traveling On Ramps



When traveling on ramps, remember these important rules:

- When you're traveling empty, the forks should always point down the grade regardless of direction.
- When traveling with a load, the load should always point up the grade regardless of direction.
- If forward vision is obscured, use a spotter to enter the doorway.
- Never attempt to turn on a ramp.
- Do not travel on ramps that exceed the manufacturer's recommendation.

Tractor Trailers And Railcars



- Make sure trailer wheels are chocked. Secure trailer or railcar to dock.
- If trailer isn't hitched to the tractor, make sure front end of trailer is supported by a jack stand.
- Check that dock plates are strong, properly placed, and locked.
- Inspect the floor condition.
- Make sure floor capacity will support the combined weight of lift truck and load.
- Sound the horn when entering or exiting the transportation unit.
- Use a communication system with trailer driver to prevent driver from leaving before you are finished.

News Flash!

A lift truck operator fell from a dock and injured himself. The operator suffered head injuries. The operator was unloading a tractor trailer when the trailer moved away from the dock.

What happened?

Parking Your Lift Truck

Attended Parking Method:

- Keep engine running.
- Be within 25 feet and in full view of truck.
- Set parking brake.
- Place directional control in neutral.
- Engage directional control lock if truck is equipped with one.
- Lower forks/load completely to ground with tips down.
- Chock wheels if you must park on an incline.

News Flash!

A lift truck operator was killed when he left the vehicle to secure a load in front of the truck. The truck rolled forward, pinning the operator between the load and a wall.

What happened?

Unattended Parking Method:

When you leave truck for a long period and truck is beyond 25 feet or out of view:

- Park in safe area.
- Set parking brake.
- Place directional control in neutral.
- Engage directional control lock if truck is equipped with one.
- Lower forks/load completely to the ground.
- Power off.
- Chock wheels if you must park on an incline.
- Turn off service valve on LP tank.
- Disconnect battery on electric trucks.

End of Section 4

General Rules Of The Road: Course Review

1. A type "LP" or "E" truck:
   A. May be operated in an area designated as type "EE."
   B. Must never be operated in an area designated as type "EE."
   C. May be operated in an area designated as type "EE" for short periods.

2. When parking your lift truck, it is important that:
   A. It is easily accessible.
   B. The controls are neutralized, the forks are lowered to the ground, and parking brake is set.
   C. The controls are neutralized and the parking brake is set.
   D. The engine is left running when you cannot see the truck.

3. When passing a pedestrian, you should:
   A. Sound your horn, establish eye contact, and stay clear of him or her.
   B. Just keep on going as long as he/she is not directly in front of you.
   C. Continue on. The person should eventually hear you coming.

4. When you are loading a tractor trailer, you should make sure:
   A. The trailer wheels are chocked and the trailer is anchored to the dock.
   B. The dock plate is properly positioned.
   C. The condition of the floor will support the truck and its load and is in good shape.
   D. All of the above.

5. When traveling WITH A LOAD on your forks, you should:
   A. Travel with the load pointing up the ramp, regardless of direction.
   B. Travel with the load pointing down the grade.
   C. It doesn't matter.

6. It is okay to hang your leg outside the operator's compartment when carrying a wide load.
   True_____ False_____

7. Railroad tracks should be crossed:
   A. Diagonally
   B. Straight on
   C. By turning and backing across.

8. What is the minimum distance you should keep when following another lift truck?
   A. Two feet
   B. It doesn't matter.
   C. Three truck lengths
   D. Right behind the other truck.

9. When you are driving a truck on a ramp without a load, you should:
   A. Travel with the load pointing up the ramp.
   B. It doesn't matter.
   C. Travel with the forks pointing down the ramp, regardless of direction.

10. If the load you are carrying obstructs your forward vision, you should:
   A. Stick your head outside the operator's compartment so you can see.
   B. Travel in reverse.
   C. Continue driving forward but very cautiously.
   D. Raise the load so you can see better.