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CLARK

OPERATOR'S MANUAL

WALKIE PALLET AND FORK TRUCKS

Book No. 2821452
OM-630

Do not remove this manual from the truck.

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(A) INTRODUCTION

This manual should be read and understood by each and every operator prior to use of the truck. Additionally, operators should be aware of and abide by all workplace safety regulations that may apply to the operation of the truck. These laws and regulations include but are not limited to :

- Occupational Safety and Health Act (USA)
- Occupational Safety and Health Acts for individual States (USA)
- Canadian Material Handling Regulations

In addition to these regulations, industry standards such as the American National Standards Institute (ANSI) ASME/ANSI B56.1 Safety Standards for Low Lift & High Lift Trucks publication, apply to material handling equipment. To obtain a copy of this standard, contact the Sales Department :

American National Standards Institute,
1430 Broadway, New York, NY 10018
or call (212)642-4900.

This manual is intended for operators of typical Clark walkie pallet and fork trucks. It has been created to inform you of the operation of the truck and to provide general material handling guidelines.

This manual does not include detailed service nor repair information. This information is available in a separate Parts & Service Manual which is available from your Clark distributor. When reading this information, also be aware that optional equipment may be installed on your truck(s) that can change some operating characteristics described in this manual.

If you have any questions call your local Clark dealer.

(B) SAFE OPERATING PROCEDURES

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The following is intended to be a quick reference to some of the important procedures to follow while using this truck. It is not intended to cover, or suggest that it does cover, all procedures required to be followed to ensure safe operation. You must follow these instructions, observe and obey warnings located on the truck, and follow all workplace safety regulations, in addition to using general common sense, to make operations as safe as possible. Remember, you are ultimately responsible for your own safety.

SAFETY INSTRUCTIONS

Breaking these rules may cause serious injury or death to you and others.

1. Before you operate this truck you must :
   - Be trained and authorized by employer.
   - Know operating and safety rules in this manual and on truck.
   - Check truck for safe operation using check list in this manual.
   - Make sure loads are stable, secure and within capacity plate limit.
2. Ask supervisor for help if you even think you have a problem.
3. When you are using this truck :
   - Make sure path is clear before you move; check overhead clearance.
   - Keep loads low and supported by backrest (if equipped) when traveling.
   - Never lift people or let them ride.
   - Keep hands on designated grips and

feet clear of machine.
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- Never allow anyone to stand under raised forks/load.
- Enter confined areas with load end first.
- Never ride truck unless it has an operator platform.
- Stop work and ask for help if you have any problem.

4. When you finish work :
- Park where your supervisor says it is safe.
- Lower forks to the ground.
- Turn off key.
- Set parking brake.
- Push power disconnect button.

(C) PRE-OPERATION CHECK

Workplace safety regulations require that all trucks be inspected before each shift. Follow inspection point list below to complete this check. If anything is found to be wrong with truck, then it must be taken out of operation. Do not use a truck which fails this inspection.

Inspection Point List :

1) Safety equipment :
- Safety reversing button - is it in place and free of obvious damage? Test button for proper operation (Test procedure; while operating truck in low reverse speed/direction, press button with other hand. With button pressed, truck should change to high forward speed/direction, and horn should sound. If this does not occur, take truck out of service and inspect.)
- Load backrest (if equipped) - is backrest in place, is there any

damage which weakens it?
- Warning decals - make sure all decals are in place and readable.
- Mast safety screen - is it in place and free of obvious damage?
- Power disconnect button - is it in place and free of obvious damage?

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2) General operation :
- Speed/direction control - operate control in forward and reverse positions, checking for correct travel direction and speed responsiveness.
- Brakes - test brakes for proper braking. Operate truck at slow speed forward, push handle down to most horizontal position, truck should brake quickly and smoothly.
- Lift/lower control - operate lift function to full lift height. Listen and watch for unusual sounds or jerky motions. Operate lower control until forks are fully lowered. Listen and watch for unusual sounds or jerky motions. Throughout inspection, look for signs of hydraulic fluid leaks.

3) Forks and fork carriage :
- Inspect forks for cracks, wear and alignment. Obvious damage fails inspection. Maximum allowable fork blade wear is 10% of blade thickness.
- Fork carriage (high lift models only) - carriage is part of truck to which forks attach. Inspect carriage for cracks, damage or wear.

4) Wheels :
- All tires must be inspected for cuts, breaks, signs of debonding (coming away from rim).

- Material imbedded in tires or axles must be removed (*i.e., steel shavings, string, plastic wrap etc.)*

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DANGER

Disconnect battery before attempting removal of imbedded materials.

5) Batteries :

(*other than the following, operators should not work on batteries.*)

- Battery plug connection - must be tight.
- Battery discharge indicator (if equipped) with the key on, indicator should be in green area.

(D) TRUCK OPERATING CONTROLS

1) Travel controls :

Speed and direction of truck are controlled in same manner as a motorcycle. Rotation of either of the travel controls (truck is designed for left or right hand operation) will determine direction and speed of travel. The control can be operated either with a twisting of wrist, or with thumb action, whichever is more comfortable. Rotate control forward to travel forward, backwards for reverse. The further you rotate control (in either direction) the faster the truck will go.

2) Lift and lower controls :

Truck is equipped with either push buttons or a manual lever for control of lift and lower functions. Controls are clearly labeled with symbols to indicate function. If equipped with push buttons, these will be the middle and lower

buttons located in the middle of the control handle. Pressing the middle button will lower forks. Pressing the bottom button will raise forks. If equipped with a manual lever, it will be located on the dash of the truck. Pulling lever towards you (in direction of control handle), will cause forks to raise. Pushing lever away from you (in direction of truck's forks) will cause forks to lower.

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3) Horn :
Horn is operated by pressing horn button. This button is located near top of control handle and is clearly labeled with word and symbol.

4) Safety reversing button :
Located at top of the control handle is a large red button/cap. When truck is moving in reverse direction and button is depressed by an obstruction or by you becoming trapped, truck will go into high speed forward and horn will sound. *Do not use the safety reversing button as an operating control.*

5) Brakes :
Brakes are applied when the control handle is in one of two positions - fully up (almost vertical) and fully down (almost horizontal). To apply brakes under normal operating conditions, simply push down on handle. To apply brakes for emergency or parking conditions, release handle. A spring attached to handle will return it to fully up position, thereby applying the brakes.

6) Battery charging :
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If truck is equipped with a battery discharge indicator (optional equipment), recharge batteries when indicator lights show red only. Alternatively, recharge truck's batteries after your shift. If truck is equipped with a battery pack with on-board charger, these directions should be followed to recharge truck's batteries :

- Park truck in a recharging station designated by your employer (near a grounded 115 volt outlet).
- Lower forks to the ground.
- Set brakes.
- Turn keyswitch off.
- Push power disconnect button.
- Raise battery compartment cover and plug charger cord into outlet. Charger is wired directly to batteries and is fully automatic (charging will start and stop automatically). When charging is finished, allow batteries to cool (8 hours), unplug and restore charger cord, and proceed to use truck. If truck is equipped with an industrial battery with a remote charger, follow charging instructions provided by battery/charger manufacturer.

(E) GENERAL MATERIAL HANDLING GUIDELINES

This guide is intended to remind you of generally applicable principles of material handling. Recognizing that your employer may have specific guidelines, and that unique applications may require special guidelines, it is not intended that this section be

interpreted as covering all possible guidelines. Consult your employer for additional instruction.

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1)Trained operators only :
It is imperative that you receive adequate training in general workplace safety practices, as well as training in the use of material handling equipment. If you have not received this training, or believe you need additional training, go to your supervisor.

2) Load handling :
- Handle stable and safely arranged loads.
- Handle loads within machine's capacity.
- Always spread forks as wide as possible while still being able to pick up load.
- When picking up a load, place forks under load as far as possible. Also, center pallet across forks.
- If handling long loads, remember these may reduce machine's capacity. Remember that forks must be at least ⅔ length of load.
- When maneuvering, always watch your clearance.

3) Maneuvering :
- Keep hands on designated grips and feet clear of machine.
- When maneuvering, be aware of all obstacles and pedestrians.
- Sound horn at blind spots or when entering an intersecting aisle.
- Enter confined areas load end first.
- Keep people off truck - not on forks, not on load, completely off and away.

- Do not allow anyone to stand under forks or load.
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- Always have a clear view of direction of travel. If load being carried blocks your forward view, then you must travel with load trailing.
- If traveling with a load raised (for example when stacking or clearing low objects), move very slowly and avoid sharp turns.
- Be aware that some trucks (in particular straddle leg trucks) are to be used on smooth level floors only - no slopes or grades. Pallet and counterbalanced trucks may be used on slopes or grades, but limited to maximum slopes of 10%. If operating on a slope, travel slowly and always operate with load upgrade. Also, load should be raised only enough to clear surface.

4) Parking your truck :

- Never park truck on a grade or slope.
- Never park your truck on a dock leveler, or in a trailer.
- Before leaving truck, you must always; lower forks to ground, set brakes, turn key to off position (if possible, remove key to prevent use by unauthorized personnel), and push power disconnect button.

(F) PREVENTIVE MAINTENANCE SCHEDULE

Refer to Parts & Service Manual for truck to obtain this information.

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Additional copies of this manual may be purchased from YOUR AUTHORIZED CLARK DEALER

CLARK Material Handling Company

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