



## LOADING DOCKS

are material handling areas where trucks load and unload goods. There are numerous docks around the university serving the material handling needs of various departments and special events. Some docks are elevated outdoor platforms, while others consist of loading bay doors set within exterior walls. Loading docks can have numerous hazards present including: leading edges, dock levelers, powered industrial trucks (forklifts and motorized pallet jacks), high traffic, heavy lifting, spills, and more. Pay attention and follow best practices to create a safer working environment for yourself and others.

### EXAMPLE BEST PRACTICES:

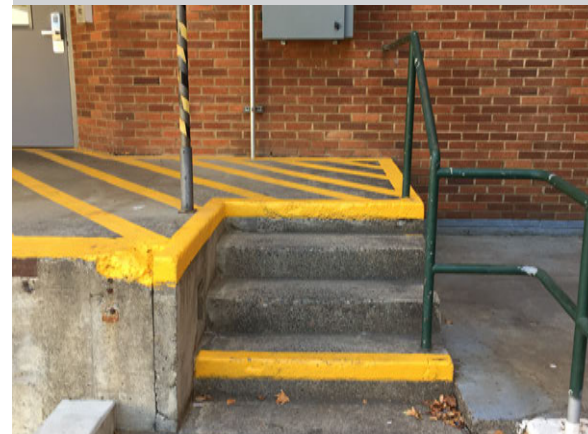
- Rolling dock doors can fail. Take the time to use the adjacent doors designated for people.
- Use the stairs or pedestrian ramp adjacent to the dock. Never walk or jump off the edge.
- Pay attention to surroundings at all times. Be aware of moving equipment, trucks, and the dock's edge.
- Follow posted warning signs and directions for equipment operation.
- Practice proper lifting when moving materials.
- Use carts, dollies, or hand trucks to minimize manual handling.
- Receive training before using powered industrial trucks.
- Do not store items in pathways or along the edge.
- Keep open communication with others working in the loading dock area.

### WHAT TO DO!

- Receive training before the use of a powered industrial truck! Contact Mobile Equipment at (541-346-2300).
- Report potential dock hazards to your supervisor.
- Report any injuries to your supervisor immediately!
- Contact EHS with further concerns or questions.
- In an emergency, call **911** and **UOPD** (541-346-2919) for immediate assistance!



Use people doors (left) not rolling dock doors (right)!



Never jump off the edge of the dock, use the adjacent stairs or ramp!



Receive training before the use of powered industrial trucks!

