



## MANUAL PALLET JACKS

are a tool used in material handling. They are operated by a user standing behind and pushing. Unsafe handling can lead to injury to the operator or pedestrians in the area. Safe maneuvering relies on the operator's handling and ability to identify potential hazards in the workplace before and during use. Unlike powered pallet jacks and forklifts, formal classroom training is not required to operate a manual pallet jack. Be aware of potential hazards and follow safe use best practices to lower the risk of an incident or injury.

### EXAMPLE POTENTIAL HAZARDS:

- Obstructed or narrow pathways
- Pinch points for hands
- Running over feet
- Collisions with pedestrians or objects
- Improper lifting when loading/unloading
- Losing control of the load
- Overloading the rating

### WHAT TO DO!

- Conduct a pre-use inspection of the jack.
- Plan your route to verify there is room to maneuver.
- Be aware the load rating and stay below it.
- Use proper lifting techniques to load and unload.
- Center the load to prevent tipping, secure as needed. If control is lost, don't try to catch it.
- Move slowly and pay attention to surroundings.
- Push instead of pull whenever possible.
- Position yourself higher on an incline to remain out of the way if control of the jack is lost.
- Keep a safe distances from all dock edges.
- Park out of pathways to prevent a trip hazard.
- Bring questions to your supervisor and additional questions or concerns to EHS.
- In an emergency, call **911** and **UOPD** (541-346-2919) for immediate assistance!



Avoid pulling the load when possible!



Pay attention to surroundings and keep a safe distance from dock edges!



Park out of the pathway!

