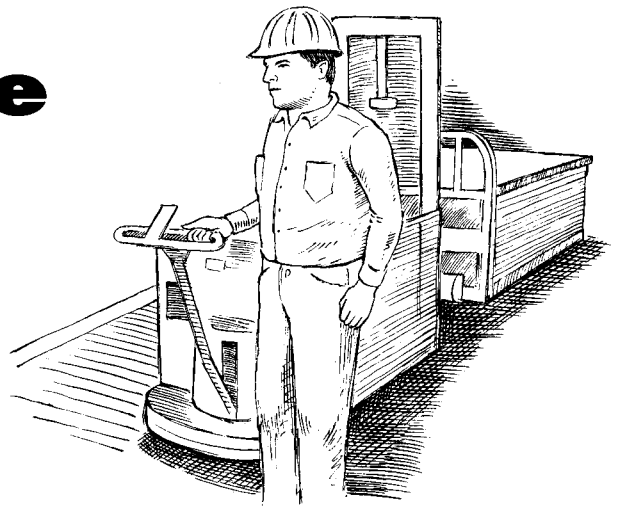


Staying on the Safe Side of Dollies and Hand Trucks



Lead a powered hand truck and walk facing forward.

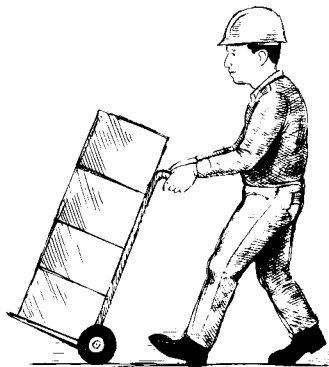
If lifting and moving loads of materials are part of your job, you know what a tremendous convenience dollies and hand trucks can be. But like all equipment, these material-handling aids require safety awareness and proper use to prevent damage and injury. Use them correctly and they will make your job easier—and safer!

Choose the Right Truck for the Job

Your workplace may have a selection of dollies and hand trucks that differ in design, load capacity and other features. It's important to learn about their differences so you can choose the best truck for each job.

Loading Tips

Before loading a dolly or hand truck, check for any defects that could affect its operation or pose



Pushing lets the dolly do most of the heavy work. Place heavy objects on the bottom, and be sure that you can see over the top.

a hazard: loose parts, torn wheels, greasy surfaces. Report potential hazards and correct them when appropriate. The safest loads have heavy objects on the bottom, with the load balanced over truck axles. Balanced loads are especially important on four-wheeled hand trucks, which can easily tip if the load is off-center. Before moving the load, double-check to make sure that nothing hangs over the edges and that you can see over the top.

Move It—Safely!

Safe moving means you take care of both your body and the load. To move a two-wheeled hand truck or dolly, use your legs—not your back—to shift the load into a travel position. Keep your knees bent and your back in its natural curve. Push loads; don't pull them. Pushing is easier on your back and lets the truck do most of the work. Always keep the load ahead of you and lean in the direction you're going. Avoid walking backward unless you need to maneuver in a tight space. When going into tight spaces, always move the truck ahead of your body so you don't get pinned.

Motorized Hand Trucks

You need special training to operate these trucks. Follow the above rules for hand truck safety, plus these additional precautions:

- Never operate a truck when your hands are wet or greasy. Keep

one hand on the handle, but don't walk in front of the truck. Instead, lead the truck from one or the other side of the handle.

- Keep the load low so you can see in front of you.
- Keep your limbs and clothing away from moving parts.
- Give pedestrians the right-of-way—always. Stop at corners and doorways and stay to the right in aisles. Never operate a motorized truck faster than normal walking speed. Watch out for other vehicles and be prepared to stop on a dime.
- Don't ride the truck—or take on riders—unless the truck is designed for it.

Move More—More Safely!

Common hand truck accidents include collisions with people, objects or other trucks; injuries to the operator's hands and feet; and running truck wheels off platforms. These accidents result from inattention and carelessness. If you follow safety procedures, take your time and stay alert, dollies and hand trucks will help you move and lift more—more safely! 