



PALLET TRUCK

Alternative names: hand/manual lift truck, pallet jack

Category Pallet truck

Relates to instruction video no.

B1, B3, C1, C3, D1



Pallet trucks are used to transport and move pallets of products in the shop area or stockroom. They come with different fork lengths and widths, drawbar, types of wheels, load capacity, etc.

Benefits

- Products can be transported rather than carried
- There are many different types and models of pallet truck on the market, so you can choose the type best suited to the types of pallets and tasks at hand

Requirements for use

- The pallet truck should be suited for the product type and task at hand, for example with regard to load capacity, fork length and width, type of wheels
- There should be room to move and manoeuvre the pallet truck and to position it appropriately for the task at hand
- The surface of transport routes should be even, stable, level and without holes, and the route should be well lit
- Access roads and door openings should be wide enough to allow for the pallet truck to pass through
- Brakes are required if the pallet truck is to be used on ramps, sloping surfaces, or on lifts
- The pallet load should be stacked so that it is stable and the weight and height of the pallet should conform with the technical specifications of the pallet truck

Considerations prior to procurement

- Where and for what tasks do we need a pallet truck?
- What types of pallets should the pallet truck be able to handle?
- What are our requirements for the pallet truck, for example with regard to material, fork size, drawbar, handles, load capacity, type of wheels and manoeuvrability, etc.?

After procurement

- Inspect for deficiencies/defects before use
- Should be maintained as described in the instructions for use
- Employees should be instructed in how and for what tasks the pallet truck should be used
- Make sure the instructions are followed