

5. OPERATING PROCEDURES

1. BEFORE OPERATING THE TRUCK

Be sure that you have read and understand the information in this Operator's Manual and are trained and authorized before operating the lift truck.

⚠ This equipment can be dangerous if not used properly.

Safe operation is the responsibility of the operator.

⚠ Do not start or operate the truck or any of its functions or attachments, from any place other than the designated operator's position.

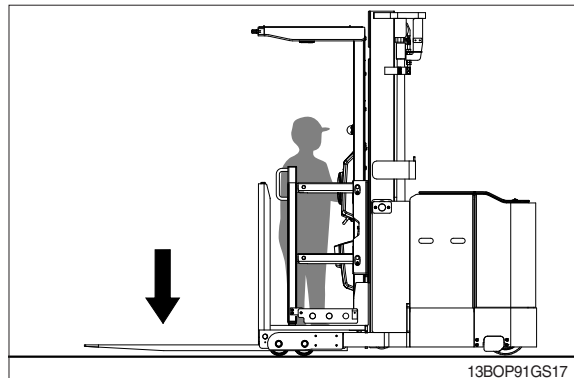
⚠ Inspect your lift truck before operating at the start of day or shift. Before putting your truck to use, check the operation of the controls and all systems.

⚠ Protect yourself. Do not operate truck without a DRIVER'S OVERHEAD GUARD unless conditions prevent its use. Do not remove overhead guard unless specifically authorized. Use special care if operation without this safety device is required.

2. STARTING FROM A SAFE CONDITION

Always start from a safe condition. Before operating a lift truck, make sure that:

- 1) Check that the battery cable is connected to body.
- 2) The forks are fully lowered to the floor or ground.
- 3) You are familiar with how all the controls function.



- 4) All controls are in neutral or other correct position.
- 5) A lift truck has received its daily inspection and is ready to operate.

⚠ Before the truck is operating at the start of daily shift, the operator must ensure that there is nobody within the danger area.

※ Check and operation to be carried out prior to starting of daily work.

- Make sure that the load chains are evenly tensioned.
- Make sure that all safety mechanisms are correct and good function.
- Carry out testing for the brakes.
- For rail guidance system, check that the guidance rollers are smooth and good condition.
- Carry out testing for the warning device such as horn.

3. STARTING THE TRUCK

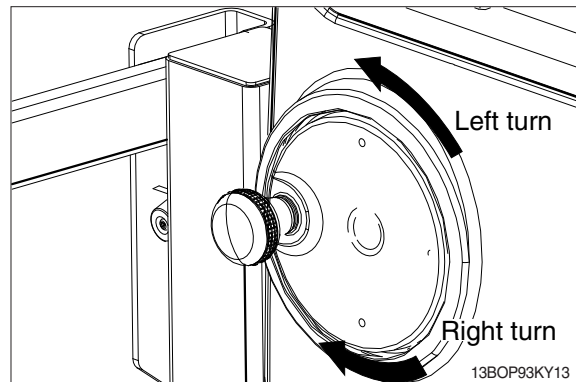
Before you start the truck, make sure that you have taken all the above mentioned precautions and the machine is in NEUTRAL.

1) DRIVING

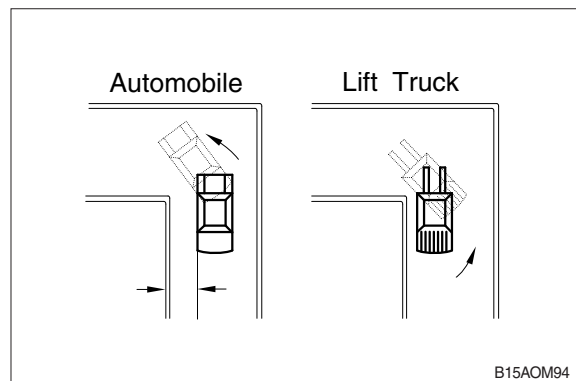
- (1) To start the truck, step down on and press the dead man switch.
 - (2) Insert the start key and turn it clockwise to the "ON" position.
 - (3) Step on the deadman switch continuously during operation of the truck.
 - (4) When driving the truck, the travel speed can be controlled by the multifunction lever.
- ※ **Before driving the truck to a narrow aisle, make sure that people or other trucks are in the aisle.**
If people or other trucks are in the aisle, never the truck enters in the aisle in order to avoid from unexpected accident.
- ※ **If the emergency switch is pressed downward, pull out it before inserting the start key.**

2) STEERING

- (1) Hold the steering knob with the left hand to operate the steering.
- (2) Forklift trucks are steered by the front wheels.
- (3) Turn the steering wheel to clockwise in order that it may turn the machine to right direction.
On the contrary, turn the steering wheel to counterclockwise in order that it may turn the machine to left direction.



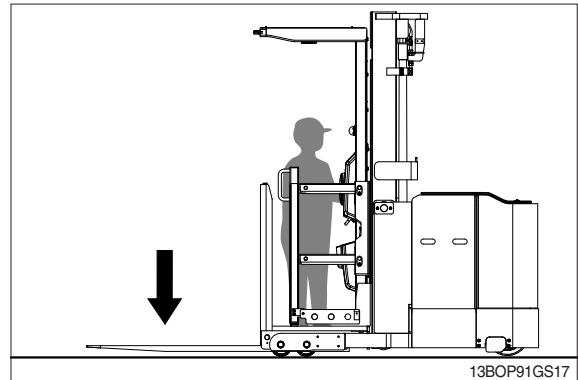
- (4) So when travelling FORWARD, keep to the outside and when travelling in REVERSE, keep to the inside when turning.
- (5) When turning, do not let the outside of the frame touch anything.



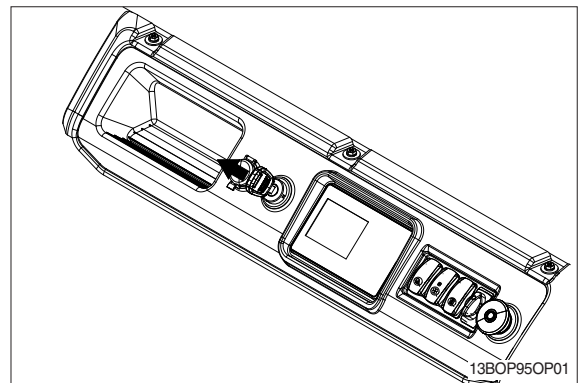
3) STOPPING AND PARKING

- (1) When parking the vehicle, step down on and press the dead man switch to lower the fork to the lowest position.

⚠ Even if you only intend to leave the truck for a short time, the truck should be securely parked for safety.



- (2) When leaving the vehicle, do not fail to remove the key.



4. CONTROLLING SPEED

Turn the multifunction lever to clockwise for forward driving or counterclockwise for reverse driving. Turn to the multifunction lever smoothly it until the truck is moving at the desired speed.

5. BRAKING

To stop the truck, take off the foot on the dead man switch.

When take off the foot on the dead man switch during driving, the regen brake is actuated on braking function by electric power.

Subsequently, after actuating the regenerate brake, the electric brake begins to work of braking in stopping time of the truck.

As a result, the truck is stopped after all.

6. PLUGGING

1) You can change direction, without braking, by **"plugging"**. As you are traveling, turn multifunction lever to the opposite direction. The truck should be slow to a smooth, controlled stop and then accelerate in the opposite direction.

2) You can control the plugging distance with the multifunction lever:

▲ Be careful when plugging. Any sudden change in direction can cause the load to move or fall off the forks.

3) ELECTRICAL BRAKE

(1) Opposite to the direction of vehicle advanced will actuate the electrical brake.

(2) After stopping of the vehicle through the electrical brake, the vehicle runs to the opposite direction by keeping multifunction lever.

(3) Avoid applying the electrical brake to the vehicle accelerated very much in a downward slope. fCarefully apply the electrical brake so that loads may not be damaged.

4) REGEN BRAKE

(1) Regen brake provides vehicle braking by controlling the motor as a generator and returning the generated energy back to the battery.

(2) A direction change of the multifunction lever will initiate regen braking at a level set by the direction brake current level. Braking effort is proportional to the position of the multifunction lever movement.

7. OPERATING SAFELY

Safe operation is the responsibility of the operator.

1) Watch where you are going. Don't go if you can't see.

- (1) Before driving, check all around to be sure that your intended path of travel is clear of obstructions and pedestrians.

▲ LOOK WHERE YOU DRIVE. Watch out for pedestrians, other vehicles, obstructions (especially overhead), and drop-offs. If the load blocks your view, drive backwards, except up slopes.

- (2) Do not allow anyone to stand or pass under the load or raised forks.
Watch for people in your work area even if your truck has warning lights or alarms. They may not watch for you.
- (3) Sound horn at intersections and wherever vision is obstructed.
Do not drive a truck up to anyone standing in front of an object.

2) Protect yourself and those around you.

- (1) Operate the truck only from the designated operator's position. Stay within the confines of the lift truck profile dimensions. Keep all body parts inside the operator's compartment and away from the danger of passing obstructions. Keep under overhead guard.
- ※ An overhead guard is intended to offer protection to the operator from falling objects, but cannot protect against every possible impact. Therefore, it should not be considered a substitute for good judgement and care in loading, handling, storage, etc.
- ▲ Keep clear of the mast and lift mechanism. NEVER reach into or put hands, arms, legs, or head into or through the mast structure or near the platform or lift chains. Never put any part of your body between the mast and the truck.**
Don't use the mast as a ladder.
Keep all other persons clear of the load and mast mechanism while attempting to handle a load.

3) No riders.

- (1) Do not carry passengers. The operator is the only one who should be on the truck.

4) Always be in full control of your lift truck.

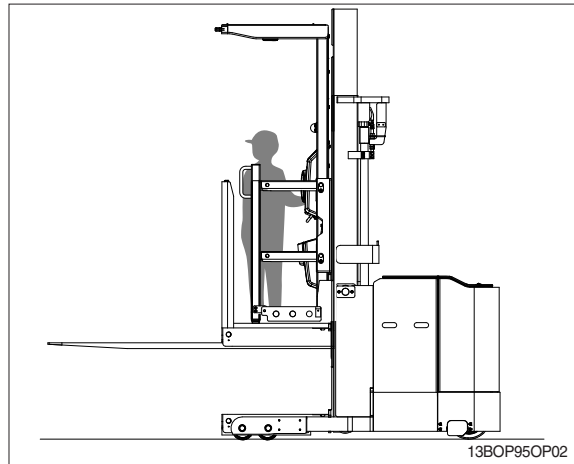
- (1) Never operate a lift truck or its attachments if you are not in the designated operator's position.
 - (2) Never operate a lift truck when your hands and feet are wet or greasy.
 - (3) Always pick the smoothest travel route for your lift truck. Avoid bumps, holes, slick, spots, and loose objects or debris in your path that may cause the truck to swerve or tip. If these conditions are unavoidable, slow down and carefully drive past them. Slow down for wet or slippery surfaces.
 - (4) Avoid any sudden movement, it can cause the machine to tip-over.
Start, stop, travel, steer, and brake smoothly.
 - (5) Operate your lift truck under all conditions at a speed that will permit it to be brought safely to a stop.
- ※ Safety devices, warning signs and warning instructions should be strictly observed.

- (6) Travel with raised platform to fully clear the ground or obstacles. When the fork together with platform (load) is in an elevated position, the stability of the truck is reduced.
- (7) Do not elevate the load except during stacking.

5) Practice safe operation every time you use your truck.

- (1) Careful driving and operation is your responsibility. Be completely familiar with all the safe driving and load handling techniques in this Operator's Manual. Use common sense. Drive carefully. Watch for people and hazards. Slow down, be in full control of your lift truck at all times.
- (2) Follow the instructions in this manual to avoid damage to your truck or the possibility of injury to yourself or others.
- (3) During your work, observe all functions of your lift truck. This allows you to immediately recognize a problem or irregularity that could affect the safe operation of your truck.
- (4) Periodically check the gauges and warning indicator lights in the instrument panel to be sure they indicate a normal condition. If an abnormal condition appears bring the machine to a safe condition and safe location, shut off the starting switch immediately and report the problem.

▲ Do not continue to operate a truck that has a malfunction. Stop and have it fixed.



8. LOAD HANDLING

1) GENERAL

Handle only loads that are within the truck rated capacity as shown on the nameplate. This rating specifies the maximum load that should be lifted. However, other factors such as special load handling attachments, load of a high center of gravity, or uneven terrain may dictate that the safe working load be less than the rated capacity. Under these conditions, the operator must reduce the load carried so that the lift truck remains stable.

Handle only stable or safely arranged loads. Do not handle loads made up of loose, unevenly stacked, or unstable items that can easily shift and fall. Take the time to correctly stack and hand loose items. Center the load on the forks.

Do not lift anything that might fall on the operator or a bystander.

Loads placed out on the ends of the forks can make the lift truck less stable.

Operate lift controls slowly and smoothly.

▲ Slack chains mean rail or platform hang-up. Raise the mast before you move. If the mast malfunctions in any way or becomes stuck in a raised position, operate the lift control to eliminate any slack chains by raising the platform. DO NOT go under a raised platform or forks to attempt repairs.

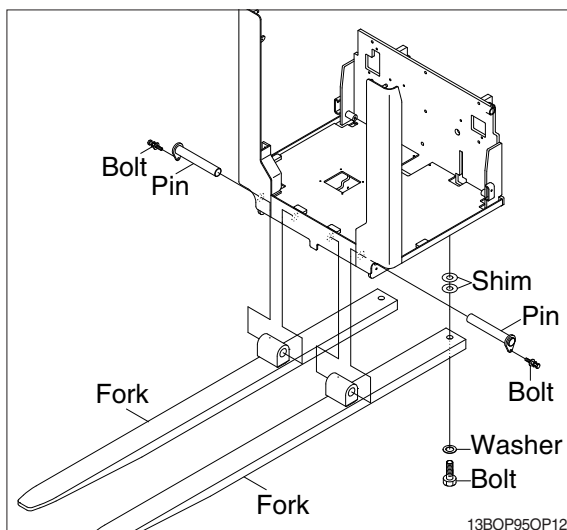
DO NOT climb the mast or the truck.

Remember your truck is designed to carry loads by both load tires so that the weight of the load is counterbalanced by the weight of the truck.

The farther the load is carried from the pivot point (center of both load tires), the less the stability of the truck. Therefore, always carry the load as close to the both load tires as possible (back and flush against the face of the forks.)

The load capacity shown on the nameplate represented by weight in length is evenly distributed, with the center of gravity located a standard distance from the face of the forks. If the weight of the actual load to be handled is not evenly distributed, put the heaviest part closest to the platform.

2) LOAD FORKS

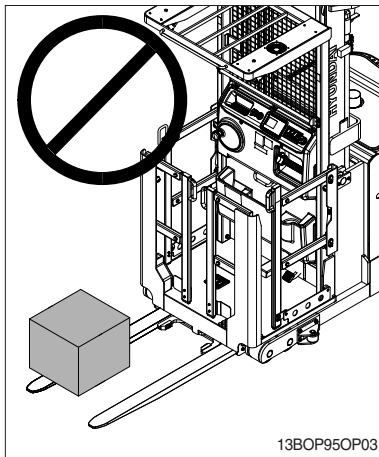


The load forks are not adjustable type.

The forks are assembled with bolts, washers, shims at one place and pins, bolts at another place.

▲ Always make sure that fork retaining bolts and pins are securely tightened in place.

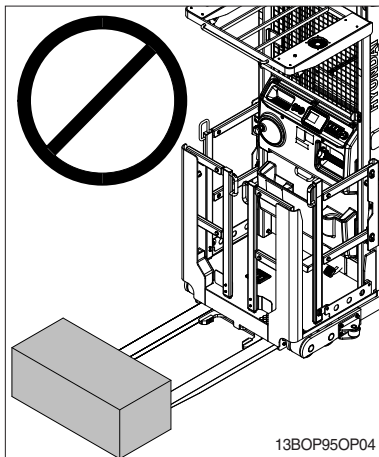
3) LOAD ON FORKS



- (1) Do not elevate the load with one fork.

Loading with one fork cause the tip over, serious injury or death of operator.

The work can cause the height difference between both fork tips.



- (2) Do not elevate the load with the ends of the forks.

This work can cause the height difference tips due to overload in the end of the forks.

The load should be loaded at least over 2/3 of fork length.

4) TRAVELING WITH LOAD

Travel with load or fork and platform as low as possible. Never travel with the load or fork and platform raised (elevated) in a high position. Do not elevate the load except during stacking.

Observe all traffic regulations and watch for other traffic, pedestrians, and safe clearances. Always look in the direction of travel. Keep a clear view of the path of travel and when the load blocks your visibility, travel in reverse with load trailing (except when climbing an incline).

Avoid sudden movements when carrying a load-start, stop, travel, steer, and brake smoothly. Steer clear of bumps, holes, and loose materials or debris on the ground. Lift slowly and smoothly. Go slowly when turning. Cross railroad tracks slowly and at an angle wherever possible.

Use special care when handling and traveling with long, high, or wide loads-to avoid losing the load, striking bystanders or obstructions, or tipping the truck.

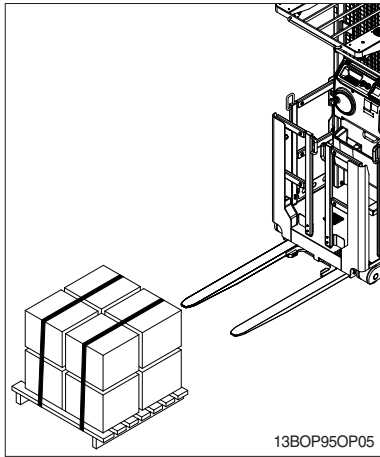
Watch clearances around the truck and load as you travel. Raise the forks or attachment only to pick up or stack a load. Look out for obstructions, especially overhead.

Be aware that exaggerated tail swing, when turning while traveling reverse, is a characteristic of lift trucks that are steered by the drive wheel. Accordingly, you need to become accustomed to tail swing and always check the tail swing area of the frame to be sure it is clear before you turn.

Always be concerned about the stability of your lift truck. When attachments are used, extra care should be taken in securing, manipulating, positioning, and transporting the load. Because attachments generally add extra weight and complexity to the truck, operate trucks equipped with attachments as partially-loaded trucks when not handling load.

- ⚠ Prior to traveling with load of the truck, always make sure that the load is included within allowance limit range of the load which shows on the load capacity chart for the truck and attachments.**

5) PICKING UP AND MOVING LOADS



When picking up a load from the ground, approach the load slowly and carefully align the truck square with the load. Before lifting, be sure the load is centered and the forks are fully under and supporting the load. Fork length should be at least $\frac{2}{3}$ of load length. With the lift controls, adjust the forks to the correct height for freely engaging the load pallet. Move reverse until the forks are squarely and completely under the load.

Be sure that the forks do not extend beyond the load, ▲ causing damage or tipping of other adjacent loads or materials behind the load being moved.

If the forks are longer than the load, move the tips partially under the load without extending beyond the load. Raise the load to clear the ground. Back out several inches, or whatever distance is necessary, then set the load down and move reverse until the load is positioned near platform.

Raise the load from the ground or stack just enough to lift the load from the surface.

Then raise the load to traveling height to travel (except for loads that must be transported as level as possible).

6) UNLOADING

To deposit a load on the floor, lower the load after being moved into the correct position.

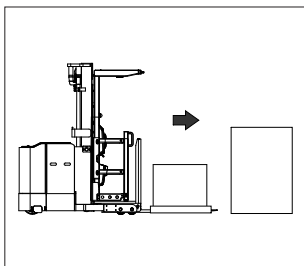
Adjust the fork height as necessary, for smooth removal of the forks from the load (pallet).

Raise the forks to traveling height to a level position 150~200 mm (6~8 in) off the floor.

※ **When depositing the load down on the floor, pay careful attention to do not place the load suddenly in order that it can avoid from damage due to dropping the load.**

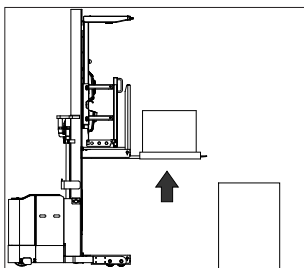
7) STACKING

(1) To put a load on a stack



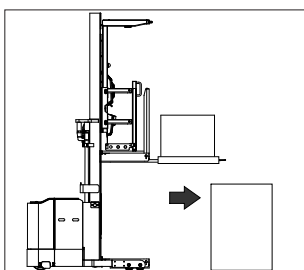
13BOP95OP06

- ① Approach slowly and align the lift truck and load squarely with the stack.



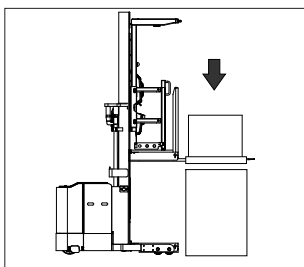
13BOP95OP07

- ② Raise the load as the lift truck nears the stack.



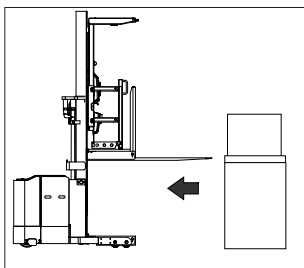
13BOP95OP08

- ③ Move reverse slowly until the load almost touches the stack. The leading edge and sides of the load pallet should line up exactly with the near edge and side of the load or rack on which you are stacking.



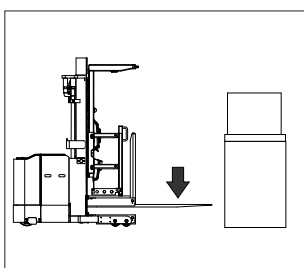
13BOP95OP09

- ④ Stop close to the stack and further lift the load high enough to clear the top of the stack. Slowly move the load into position. Use care not to damage or move adjacent loads.
- ⑤ When the load is aligned with the stack beneath it, carefully lower the load onto the top of the stack.



13BOP95OP10

- ⑥ Lower the forks slightly to clear the load pallet.



13BOP95OP11

- ⑦ Check your travel path, then carefully back away until the forks are clear of the stack. Stop and lower the forks to the travel position [150~200 mm (6~8 in) above the ground].

(2) To move a load from a stack

Approach the stack carefully, truck lined up squarely with the load. With mast vertical, raise the forks to the correct height for freely engaging the load pallet. Move reverse until the forks are under the load.

Be sure that the forks do not extend beyond the load, causing damage or tipping of other adjacent loads or materials behind the load being moved. If the forks are longer than the load, move the tips partially under the load without extending beyond the load.

Raise the load to clear the under surface. Back out several inches, then set the load down and move reverse until the front face of the forks contacts the load. Be careful that the fork tips now clear the adjacent load or material behind the load being moved.

Raise the load from the stack enough to lift the load from the surface. Or, with the mast still vertical, raise the forks until they begin to lift the load.

Check your travel path, slowly back up until clear of the stack, stop, and then lower the load to the travel position [150~200 mm (6~8 in) off the ground]. Be sure the load is located the platform as near as possible or front face of the forks.

※ Certain loads must be transported as level as possible.

9. SHUT DOWN PROCEDURE

※ Always leave your lift truck in a safe condition.

1) When you leave your truck, or park it, follow these safety rules

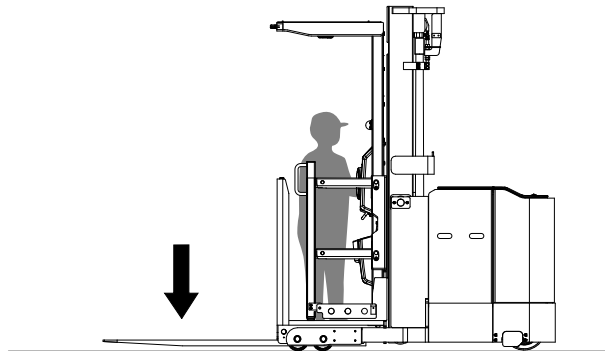
- (1) Park in a safe area away from normal traffic.
- (2) Never park on a grade.
- (3) Never park in areas that block emergency routes or equipment, access to fire aisles, or stairways and fire equipment.

2) Before leaving the operator's position

- (1) Bring the truck to a complete stop.
- (2) Make sure that the multifunction lever is in NEUTRAL.
- (3) Lower the lifting mechanism-platform and forks or attachment fully to the ground.

3) In addition, when leaving the truck unattended

- (1) Park the truck on the flat ground.
- (2) Turn the starting switch to the OFF position and remove the key.
- (3) Block the wheels, if the truck must be left on an incline or you have any doubt about the truck moving from a safe position.



13BOP91GS17