

A Safe Workplace

A Workplace Safety and Health Manual for Your Community

Section: III-E	Rules Procedures, Practices and Guidelines	Page 1 of 2
Subject: VLE-14	Operating a Truck Box Hoist	Approved By: Harvey Bostrom
		Effective: April 01, 2005
		Revised: April 1, 2011

PPE Required: Safety glasses, hard hat, hearing protection, steel-toe boots and high visibility safety vest

Steps:

1. Start vehicle using *Starting Equipment Procedure* (section III-E, VLE-5).
2. Check for overhead obstructions or electrical power lines. Ensure box is empty and engage power take off control to raise the hoist.
3. Block hoist at both pivot arms using metal or hardwood blocking.
4. Check hydraulic fluid level. Inspect hoist components for stress cracks. Grease all fittings.
5. Remove chocks and lower truck hoist slowly. Ensure the end gate is secured.
6. Drive to the loading area, park on level ground and set the park brake. Wheel chocks are required if level ground is not present.
7. **Do not load a vehicle on a 5% or greater grade.**
8. When the truck is to be loaded with heavy equipment, leave the cab and stand a safe distance from the equipment. Before leaving the cab, ensure that the park brake is on and the engine is shut down, with the transmission in the lowest forward gear. Use the *Getting On or Off Equipment Procedure* (section III-C, G-1) when getting on or off equipment.
9. Restart engine.
10. Make sure the load is secure and drive to the load discharge site.
11. Back into the load discharge site using *Backing Up Procedure* (section III-E, VLE-7).
12. Set the park brake and leave cab using the *Getting On or Off Equipment Procedure* (section III-C, G-1). Inspect the area immediately behind and above for obstructions or electric power lines.
13. Release the end gate locks and climb back into the cab using the *Getting On or Off Equipment Procedure* (section III-C, G-1). Release the park brake and apply light pressure to the foot brake. Raise the hoist slowly. The truck will want to move forward when the load is released.
14. Drive forward a few feet to completely empty the truck box.

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Care must be used when the load is stuck in the box.

- **Never walk in front of a raised end gate of a loaded box.** Lower the hoist slowly (hydraulic fluid will "blow" out of the reservoir if a fully loaded box is lowered rapidly) and inspect the load.
- Redistribute if necessary and remove any material that may jam at the end gate.
- **Never slam the end gate of a raised box or drive in reverse and stop rapidly to discharge a stuck load.**
- **Never use a back and forth movement of the truck box (bucking) to release load.** Spray coat the inside of the box in the spring and fall months in order to prevent the loads from sticking (using an environmentally friendly spray).

16. Lower the hoist slowly and lock the end gate.

17. Drive back to the garage or vehicle storage area and park vehicle using the *Equipment Turn Off Procedure* (section III-E, VLE- 4).