

FIG 19-8 — This man's hands are protected by sturdy gloves and by knuckle guards on the handles of this two-wheeled truck Such guards can be made and installed by maintenance personnel

on the racks or truck body so that passing traffic, walls, or other objects will not crush or scrape the operators' hands

Truck contents should be arranged so they will not fall or be damaged in case the truck or the load is bumped

"Fifth wheel" trucks, provided with a steering handle attached to a swiveling axle, should be pulled by the handle and never pushed, except to maneuver a truck into a certain position Handles should be hooked or chained up out of the way when trucks are parked or standing On a large truck of this type, such as a baggage truck, a wheel should be chained to the frame to prevent the truck from moving when it is standing, especially when it is outside where the wind might move it

General precautions Truckers should be warned of three main hazards *(a)* running wheels off bridge plates or platforms, *(b)* colliding with other trucks or obstructions, and *(c)* jamming their hands between the truck and other objects (Figure 19-8)

Workers should operate trucks at a safe speed and keep them constantly under control Special care is required at blind corners and doorways Properly placed mirrors can aid visibility at these places

When not in use, trucks should be stored in a designated area, not parked in aisles or other places where they would be a tripping hazard or traffic obstruction Trucks with drawbar handles should be parked with handles up and out of the way Two-wheeled trucks should be stored on the chisel with handles leaning against a wall or the next truck Wheels of trucks not being used should be blocked

Powered hand trucks and power trucks are discussed in Chapter 22

Conveyors, cranes, and hoists See Chapter 20, "Hoisting Apparatus and Conveyors," for description of many types of lifting and transporting devices used to reduce physical strain and facilitate material handling

Storage of Specific Materials

Both temporary and permanent storage must be neat and orderly Materials piled haphazardly or strewn about increase the possibility of accidents to employees and of damage to materials

The warehouse supervisor must direct the storage of raw materials (and sometimes processed stock) that are kept in quantity lots for some time The production supervisor is usually responsible for storage of limited amounts of materials and stock for short periods close to the processing operations

Planned materials storage minimizes the handling necessary to bring materials into production, as well as remove finished products from production to shipping

When planning materials storage, make sure that materials do not obstruct fire alarm boxes, sprinkler system controls, fire extinguishers, first-aid equipment, lights, and electric switches and fuse boxes All exits and aisles must be kept clear at all times (See Fig 19-9)

There should be at least 18 in clearance below sprinkler heads to reduce interference with water distribution This clearance should be increased if the material being stored is very flammable (See NFPA No