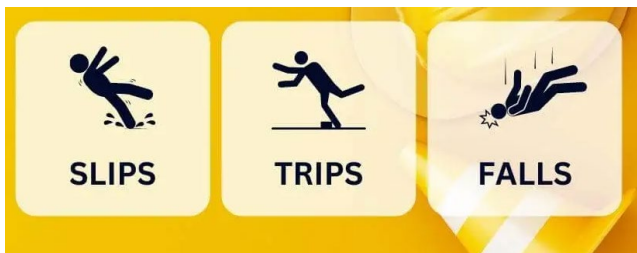


What is a Dock Leveler?

Dock levelers bridge the gap between loading docks and vehicles during loading/unloading. They are permanent devices that are operated either by hand (mechanical) or by hydraulics.



Hazards at the Dock Leveler?

- Congestion and traffic at dock areas due to limited space and layout.
- Pinch points associated with skirt plate and hinges; and potential to be struck by materials and equipment.
- Slips, trips, and falls due to debris on the floor, uneven surfaces, adverse weather conditions and improper maintenance.
- Musculoskeletal injuries related to poor manual material handling, unsecured loads and repetitive tasks

Hazard Controls

- Elimination or Substitution (e.g., using a dock leveler in lieu of manual material handling)
- Engineering (e.g., use skirt plates and toe guards appropriately to prevent foot entrapment, if present)
- Administrative (e.g., elevate forks of the powered pallet mover to avoid contact with the dock plate or leveler; operator training and procedures; good housekeeping in dock areas)
- Personal Protective Equipment (e.g., safety shoes, high visibility safety vests)

Dock Leveler

Safe Use of Dock Leveler

This is general guidance for safe operation of a dock leveler. Refer to the operating manual for complete instructions on operation.

- Operators must be trained and competent in operating the equipment. A copy of the operating manual must be readily available and accessible to all workers.
- Adhere to safety protocols in the dock area, which may include:
 - Wear personal protective equipment, such as a high-visibility vests and protective footwear.
 - Avoid jumping on or off the loading dock and maintain a safe distance from its edges.
- Verify the delivery does not exceed the dock leveler or dock plate weight capacity.
- Employ [correct lifting techniques](#) when handling boxes and heavy loads during loading and unloading operations.
- To avoid slips and trips, clear the area of any ice, snow, debris, dirt, and grease.
- Practice good housekeeping and avoid storing received goods on or around the dock and dock leveler for extended periods of time.
- Do not use the dock leveler if the delivery truck height exceeds the suggested operational limit.
- Inspect the dock leveler PRIOR TO ANY USE to verify that it is safe to operate.
- Inspect the leveler for any indications of structural damage or mechanical malfunctions. If damage is detected, or the unit does not operate correctly or malfunctions, discontinue its use and promptly inform your Supervisor.
- Confirm that all safety mechanisms (including guardrails, restraint chains, toe guards, and, if available, warning bells) are in place and operational.
- Conduct a complete lift and lower cycle on the dock leveler to confirm its correct functioning.
- Prior to loading and unloading:
 - Stay clear of the dock leveler when a vehicle is approaching or departing from the loading bay area;
 - Secure the vehicle in place; and
 - Turn off the truck or vehicle engine.
- Before operating the leveler, ensure that loads are firmly secured



Dock Leveler



Safe Use of Dock Leveler (Cont'd)

- Do not operate the dock leveler when there are people or objects on it.
- There must always be an attendant keeping watch when the dock leveler is not in its home position or level with the dock, to prevent someone from walking in the pit.
- Operator(s) must keep an unobstructed view of leveler and other personnel in the area.
- Announce to those in the immediate area, when you are moving the dock plate.
- Keep the areas on and below the leveler platform and immediate vicinity clear during use.
- Keep objects, including cables, packaging and other debris away from interfering with the travel path of the dock leveler.
- If the dock leveler is equipped with a skirt plate (hinged bridge), the skirt plate must overlap the vehicle bed by a minimum of 4" (102mm) before use. Watch for sudden skirt plate drops; keep personnel and objects from the immediate vicinity beneath or near the lip.

Maintenance Requirements

- In case of any damage to the dock leveler, promptly notify your Supervisor. Damaged dock levelers must be locked out and tagged out of service.
- Inspect the yellow markings around the dock leveler platform. Confirm if they are present and are not faded or soiled.
- Only authorized service personnel shall provide maintenance or service on the lift.
- Maintenance or repairs must not be conducted until adequate barriers have been placed to keep pedestrian and vehicle traffic away from the work area.



If you are unsure about using the dock leveler or any other loading dock equipment, do not use it and talk to your Supervisor!

Dock Leveler

Use this page to list any specific points, reminders or highlights noted during the training related to the tasks involved (if applicable).

Date: _____

Training given by: _____

Operational Reminders:

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