



<b>Hazards</b>	slips, trips
<b>Tools/Equipment</b>	vehicle with tailgate lift
<b>Employee Group(s)</b>	Facilities Management – Grounds & Transportation

**Required PPE:**



Safety Shoes



Eye  
Protection

**SAFE WORK PRACTICES**

- Do not perform the procedure or operate the equipment until you have been appropriately trained and authorized to do so by your supervisor.
- Inspect required personal protective equipment (PPE) and replace if required.

**PROCEDURE**

1. You must first remove the safety pin.
2. Once safety pin is removed, pull lever down until the top of the lock clears the travel gear.
3. Continue holding lever down while using the grab handle to pull the platform towards you.
4. Carefully lower the platform to its horizontal position.
5. Press the “down” button on the two-button switch located on the outside of the truck to lower the platform to the ground.
6. Begin loading cargo on the truck.

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*NOTE: All PPE, tools and equipment shall be used in accordance with provincial OH&S legislation, manufacturer’s specifications, applicable standards and codes of practice.*