TOYOTA

MATERIAL HANDLING

Safe Working Practices:

SWP- 44 Use of Folding Mobile Crane

Before doing any type of work you must carry out an assessment of the task to be undertaken. This will include the equipment to be worked on, the task itself, Personal Protective Equipment requirements, the work area and environment, plus the tools and equipment required to carry out the job safely. Consult your team leader if you are not satisfied the job can be carried out in a safe manner.

The manufacturer's instructions on assembly will be supplied with the product and must be followed.

- MFR Part No. FMC001
- Maximum Load Capacity 1000kg
- Overall Clearance Height 1555mm
- Maximum Width of Frame 1000mm
- Maximum Lifting Height at Maximum Jib Extension 2004mm

1.0 Operating

Before each use of the crane it is important that it is thoroughly inspected for leaks, damage or any loose or missing parts. All information must be recorded on Pre-operational checklist Q037-I .

The crane must be inspected immediately if it has been subjected to any abnormal loads or shock.

1. Turn the release valve to the right to close the valve. (see fig. 1)
2. Pump the handle to raise the arm. Pull out the jib and select the desired lifting capacity, making sure that the locking pin and cotter pin are replaced. (see fig. 2)

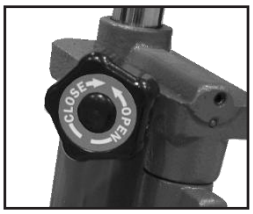

fig. 1


fig. 2

3. Connect the load using an appropriate certified sling or support beam. Ensure you know the weight of the load and that it is below that of the capacity of the crane at the jib position you are using. When removing engines, use only lifting points recommended by the vehicle manufacturer.
4. Only lift directly above the load and not at an angle.
5. Turn the release valve anti-clockwise to lower the arm.
6. The crane is not a transporting device and may only be used to reposition the load ready for working on. Lower the load and jib to the lowest position before moving. Do not move the load in a sideways direction. The crane is not designed to hold the weight for a long period.
7. Lower the load onto a suitable and secure working base, being fully aware of your own and other people around you.
8. When the load has been successfully lowered and secured, remove the harness or support beam, retract the jib, open the valve and position the crane in a safe location.

1.1 Safety guidelines

Do	Do Not
✓ Keep children and unauthorised people away from the work area	× modify in any way
✓ Keep work area clean and tidy	× operate the crane if any parts are missing, damaged or faulty
✓ Use on a level and firm surface	× use on tarmac or soft surfaces
✓ make sure the centre of gravity remains inside the crane base	× allow the load to drop suddenly. Open the valve slowly
✓ ensure the surface you are lowering onto is level and can withstand the weight	× allow yourself or anyone else to be under the load when it is being lifted
✓ stay alert at all times when using	× exceed the crane rated capacity
✓ store in a secure, dry place, out of reach from children	× harness the load at an angle or allow it to swing when it is lifted
✓ when not in use, release the pressure from the pump	× overreach
✓ when unfolding check the leg locking pins are correctly in place	× climb or stand on the crane
	× Do not allow the crane to get wet or remain in a damp environment
	× Use for transporting items around the work-shop

2.0 Care & Maintenance

2.1 Checking & filling the oil reservoir:

1. Lower the arm fully.
2. Remove the oil filler plug screw (See fig.3) and check the oil level. It should be at the bottom of the filler plug screw hole.



fig. 3

3. Always follow the precautions advised by the oil manufacturer.
4. Using hydraulic oil, fill until the oil is at the bottom of the filler plug screw hole, making sure no dirt gets into the hydraulic system. DO NOT USE BRAKE FLUID.
5. Pump the handle 5 or 6 times to bleed air out of the system.
6. Screw on the filler plug screw.

Avoid mixing different grades of oil. After long periods of use, the oil should be replaced with new oil.

2.2 Bleeding the system:

Air can accumulate in the hydraulic system during transit, after prolonged use or after filling with oil, causing the ram to respond slowly or in an unstable manner. To remove the air, please follow these steps.

1. Turn the handle anti-clockwise no more than one complete turn to lower the arm.
2. Remove the filler plug screw.
3. Pump the handle 5 or 6 times to bleed air out of the system.
4. Turn the handle clockwise until it can no longer be turned.
5. Replace the filler plug screw.

2.3 Lubricating: use light oil on all moving parts.

2.4 When not in use: wipe clean with a slightly oiled cloth. store with the release valve open.

2.5 Storage:

1. Lower the jib into it lowest position (fig. 4).
2. Unscrew the pump handle and store it in the back of the main post (fig.5).
3. Unscrew the two fixed screws on the moveable bolster (fig. 6).
4. Slide the moveable bolster to one side (fig. 7).
5. Pull one of the legs out and lift it upright (fig. 8).
6. Secure the leg with the retaining screw (fig. 9).
7. Slide the moveable bolster to the other side, pull out the leg, lift it upright and secure it with the retaining screw (fig. 10).
8. Slide the moveable bolster back into the centre and replace the fixed screws (fig. 11).



fig. 4

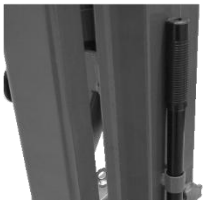

fig. 5

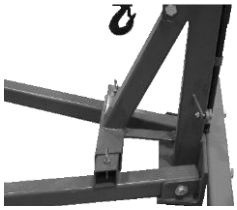

fig. 6

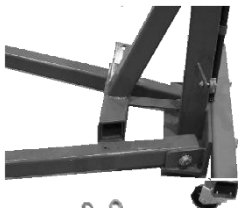

fig. 7

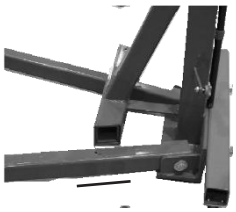

fig. 8



fig. 9

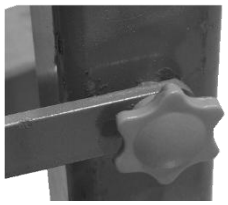

fig. 10



fig. 11

3.0 Records

Pre-operational checklist Q037-I must be completed and retained for no less than 3 months.