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**Rough-terrain trucks — User  
requirements —**

**Part 1:  
General requirements**

*Chariots tout-terrain — Exigences pour l'utilisateur —*

*Partie 1: Exigences générales*

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# Contents

Page

|   |          |
|---|----------|
| Foreword .....  | iv       |
| <b>1 Scope .....</b>                                  | <b>1</b> |
| <b>2 Normative references .....</b>                   | <b>1</b> |
| <b>3 Terms and definitions .....</b>                  | <b>1</b> |
| <b>4 General safety requirements .....</b>            | <b>2</b> |
| 4.1 Principles .....                                  | 2        |
| 4.2 Operator's manual(s) .....                        | 3        |
| 4.3 Modifications or alterations .....                | 3        |
| 4.4 Manufacturer's bulletins .....                    | 3        |
| 4.5 Operator qualifications .....                     | 3        |
| 4.6 Operator's responsibility for training .....      | 3        |
| 4.7 Operator training .....                           | 3        |
| 4.8 Inspection and maintenance .....                  | 6        |
| 4.9 Hazardous environments .....                      | 8        |
| <b>5 Operating safety rules and precautions .....</b> | <b>8</b> |
| 5.1 Operator's responsibility for safety .....        | 8        |
| 5.2 Visual inspection and functional tests .....      | 9        |
| 5.3 General operating instructions .....              | 9        |
| 5.4 Travelling .....                                  | 11       |
| 5.5 Picking and placing loads .....                   | 12       |
| 5.6 Using attachments .....                           | 12       |
| Bibliography .....                                    | 14       |

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## Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

International Standards are drafted in accordance with the rules given in the ISO/IEC Directives, Part 2.

The main task of technical committees is to prepare International Standards. Draft International Standards adopted by the technical committees are circulated to the member bodies for voting. Publication as an International Standard requires approval by at least 75 % of the member bodies casting a vote.

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. ISO shall not be held responsible for identifying any or all such patent rights.

ISO 11525-1 was prepared by Technical Committee ISO/TC 110, *Industrial trucks*, Subcommittee SC 4, *Rough-terrain trucks*.

ISO 11525 consists of the following parts, under the general title *Rough-terrain trucks — User requirements*:

— *Part 1: General requirements*

Slewing trucks and lorry-mounted trucks are to form the subjects of future parts 2 and 3.

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# Rough-terrain trucks — User requirements —

## Part 1: General requirements

### 1 Scope

This part of ISO 11525 gives general requirements relating to the use of rough-terrain trucks.

It is intended to achieve the following:

- a) the prevention of personal injuries, property damage and accidents;
- b) the establishment of criteria for inspection, maintenance, operation and training.

Specific user requirements for rotating trucks, lorry-mounted trucks, personnel work platforms that can be fitted to rough-terrain trucks, the handling of suspended loads with rough-terrain trucks and agricultural applications are to be covered by the other parts of ISO 11525.

NOTE National or local requirements can apply, which could be more stringent.

### 2 Normative references

The following reference documents are indispensable for the application of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

ISO 11525-1:2012

ISO 5057, *Industrial trucks — Inspection and repair of fork arms in service on fork-lift trucks*

ISO 10896-1:2012, *Rough-terrain trucks — Safety requirements and verification — Part 1: Variable-reach trucks*

### 3 Terms and definitions

For the purposes of this document, the following terms and definitions apply.

#### 3.1

##### authorized person

person approved or assigned to perform a specific task or tasks at a specific location or locations at a worksite

#### 3.2

##### examiner

*competent person* (3.7) who tests the competency of the *trainee* (3.11)

#### 3.3

##### maintenance

act of upkeep, including inspection, lubrication, cleaning, adjustment and scheduled parts replacement

#### 3.4

##### modification

change to the truck that affects its *operation* (3.5), *stability* (3.9), capacity or safety

#### 3.5

##### operation

performance of functions of a truck within the scope of its specifications and in accordance with the manufacturer's instructions, work rules and applicable governmental regulations

3.6

**operator**

competent (3.7) and authorized person (3.1) who controls the operation (3.5) of the truck

3.7

**competent person**

person who has acquired, through training, qualification, experience or a combination of these, the knowledge and skill enabling that person to correctly perform the required tasks

3.8

**attachment bracket**

device fitted at the end of the boom to facilitate the quick interchange of attachments

3.9

**stability**

state of the truck in which it does not overturn, described technically as the state in which the sum of the moments acting to overturn the truck is less than the sum of the moments tending to resist overturning

Note to entry: Conditions that can affect stability include ground and floor conditions, gradient, speed and loading (trucks equipped with attachments behave as partially loaded trucks even when operated without a load on the attachment), dynamic and static forces, incorrect tyre inflation and the judgment exercised by the operator (3.6).

3.10

**trainer**

competent person (3.7) who conducts the training of the truck operator (3.6)

3.11

**trainee**

person who is being trained to become a truck operator (3.6)

3.12

**user**

person or entity responsible for assigning an operator (3.6) to operate a truck and specifying the tasks to be performed

Note to entry: Depending on national or other regulations, or local practice, this term can refer to one or more of the following entities: owner, employer, custodian, dealer or entity placing the product on the market.

3.13

**responsible entity**

person or entity with responsibility for the design, specification, procurement, fabrication, manufacture, assembly, provision of information and testing of a truck

Note to entry: Depending on national or other regulations, or local practice, this term can refer to one or more of the following entities: manufacturer, installer, custodian, dealer, designer or entity placing the product on the market.

## 4 General safety requirements

### 4.1 Principles

This part of ISO 11525 shall be supplemented by good management practices, safety controls and application of sound principles of safety, training, inspection, maintenance, application selection and operation. All data available regarding the parameters of intended use and expected environment shall be considered. Those with direct control over the application and operation of the truck shall be responsible for ensuring good safety practices.

NOTE Different operating conditions can require additional safety precautions, training and special safe operating procedures.

The operation of any truck is subject to certain hazards that can be protected against only by the exercise of care and common sense. It is essential to have competent persons trained in the intended use, safe operation, maintenance and service of this equipment.

The user shall ensure that the operator understands that safe operation of the truck is also the operator's responsibility.

The user shall ensure that the operator's mental or physical condition will not impair his/her ability to operate the truck.

#### 4.2 Operator's manual(s)

The user shall ensure that the operator's manual(s) and any additional safety manual provided by the manufacturer with the truck are always available to the operator and maintenance personnel.

#### 4.3 Modifications or alterations

Except as provided below, no modifications or alterations to a truck that may affect its capacity, stability or safe operation shall be made without the prior written approval of the original truck manufacturer or its successor. When the truck manufacturer or its successor approves a modification or alteration, the user shall be responsible, prior to operation, for ensuring that appropriate changes are made to information plate(s), documents, certificates, labels, tags and operator manual(s).

If the truck manufacturer is no longer in business and there is no successor, modifications or alterations to the truck shall be carried out under the following conditions:

- a) the design, testing and implementation of the modification or alteration is made in accordance with the appropriate part of ISO 10896 by a competent person;
- b) a permanent record is kept of the design, tests and implementation of the modification or alteration;
- c) appropriate changes are made to the information plate(s), documents, certificates, labels, tags and operator's manual(s);
- d) a permanent and readily visible label is affixed to the truck stating the manner in which the truck has been modified or altered, together with the date of the modification or alteration, and the name of the person or organization responsible for the design, testing and implementation of the modifications.

#### 4.4 Manufacturer's bulletins

The user shall comply with the applicable bulletins as directed by the responsible entity.

#### 4.5 Operator qualifications

Users shall allow only competent and authorized persons to operate a truck. Truck operators shall be competent to operate the equipment safely, in addition to being trained in accordance with this part of ISO 11525.

#### 4.6 Operator's responsibility for training

Before operating any truck, the operator shall be trained in accordance with 4.7 and shall have read and be familiar with the operator's manual(s) and any other safety information provided by the manufacturer and user on the particular truck being operated, the application and environment in which the truck is to be used and any attachments used.

#### 4.7 Operator training

##### 4.7.1 Operator training programme

Personnel who are not considered competent to operate a truck shall operate the truck only as part of the operator training programme. This training shall be conducted under the direct supervision of a trainer.

The operator training programme shall be based on user policies, industry standards, local regulations and policies, operating conditions and the manufacturer's instructions.

NOTE Information on operator training is available from sources including users, truck manufacturers, government agencies dealing with employee safety, trade organizations of truck users, public and private organizations and safety consultants.

The training programme shall emphasize safe and proper operation that avoids injury to the operator and others and prevents property damage. The training program shall include the following items:

- a) information about the truck(s) the trainee will operate:
  - 1) characteristics of the truck(s), including possible variations between the truck and others in the workplace,
  - 2) similarities to, and differences from, other mobile equipment,
  - 3) significance of information plates, load charts, warnings and instructions affixed to the truck,
  - 4) operating and safety instructions in the truck's operator's manual(s),
  - 5) instructions for inspection and maintenance to be performed by the operator,
  - 6) engine operation,
  - 7) type of drive system and its characteristics,
  - 8) methods of steering and manoeuvring,
  - 9) braking methods and characteristics, with and without loads,
  - 10) visibility, with and without loads, [standards.iteh.ai](https://standards.iteh.ai/catalog/standards/sist/9dd07f3d-daf1-47c1-bbf7-9105014a7620/iso-11525-1-2012)
  - 11) load charts, how to read and comprehend them and the limitations of the load chart due to the mass and load centres, [ISO 11525-1:2012](https://standards.iteh.ai/catalog/standards/sist/9dd07f3d-daf1-47c1-bbf7-9105014a7620/iso-11525-1-2012)
  - 12) explanation of the stability triangle and other stability characteristics affected by speed, acceleration, braking, raising or lowering loads while travelling, operation/manoeuvring without loads, sharp cornering, height, attachments, grade/ramps, centre of gravity of the load and truck, combined load centre of gravity, counterbalance principle, truck stability triangle and trapezoid,
  - 13) controls and instrumentation, including their location, function and method of operation, and the identification of symbols,
  - 14) load-handling capabilities and proper use of forks and other attachments,
  - 15) refuelling and battery charging,
  - 16) guards and protective devices for the specific type of truck,
  - 17) how to use stabilizing devices, chassis levelling and other stability-related functions, and examples of improper operation and the risks associated with them,
  - 18) how to correctly use the operator restraints, e.g. seat belt, and other safety devices,
  - 19) basic steps to be taken in the event of a tip-over, e.g. bracing for impact,
  - 20) wheel loadings when loaded and unloaded in static position,
  - 21) when entering and exiting the operator's station, the need to always maintain three points of contact, i.e. one hand and two feet or two hands and one foot,
  - 22) types of attachments and their applications/limitations, and



- 23) other characteristics, if any, of the particular truck;
- b) operation and worksite-related topics:
- 1) surface conditions on which the truck is to be operated, loaded and unloaded, e.g. floor and ground conditions, ramps and inclines, trailers;
  - 2) load handling at height and at ground level while picking and placing loads;
  - 3) pedestrian traffic in areas in which the truck is to be used;
  - 4) narrow-aisle and other confined-area operations;
  - 5) potentially hazardous locations where the truck will be operated;
  - 6) ramps and gradients and how the stability of the truck could be affected by them;
  - 7) enclosed environments and other areas where insufficient ventilation could result in a concentration of carbon monoxide gas from the engine exhaust;
  - 8) other unique or potentially hazardous environmental conditions at the worksite that could affect other workers and the safe operation of the truck.

#### 4.7.2 Testing, retraining and enforcement

##### 4.7.2.1 Testing

During training, performance and oral and/or written tests shall be given by the examiner to measure the skill and knowledge of the trainee in meeting the requirements of the operator training programme based on this part of ISO 11525. Examiners shall establish a pass/fail requirement for such tests. The user shall verify that the testing has been satisfactorily performed.

Following the completion of instruction and practice, all trainees shall be evaluated.

The evaluation shall be conducted on the specific work tasks and shall include the following items:

- a) preoperational inspection;
- b) function test;
- c) start-up;
- d) travelling, with and without a load (including pedestrian safety);
- e) load handling;
- f) load selection and security;
- g) load pickup and placement;
- h) stacking/de-stacking;
- i) handling specific to docks, trucks and rail cars;
- j) driving on ramps and grades;
- k) proper use of the truck's safety features;
- l) shutdown;
- m) refuelling/recharging;
- n) operational maintenance.

Records shall be retained in accordance with 4.7.2.4.

#### 4.7.2.2 Retraining

Operators shall be retrained when new equipment is introduced, existing equipment modified, operating conditions change, current training expires or an operator's performance is deemed unsatisfactory by the user.

The user shall determine the extent of the operator retraining, as well as the need for retraining, taking into consideration regional or local requirements.

#### 4.7.2.3 Enforcement

The user shall be responsible for enforcing the safe use of the truck according to the provisions of this part of ISO 11525.

#### 4.7.2.4 Record keeping

Records of the person or persons trained in the operation of the truck shall be retained for at least the period of time for which the training is valid. In addition:

- the successful trainee shall be furnished with proof of training, verifying compliance with the operator training program based on this part of ISO 11525;
- the records shall reflect the period of time when the training has not expired;
- the records shall include the name of the entity providing training or retraining, the name of trainer(s) and examiner(s), clear identification of the truck(s) and attachment(s) covered by training, and the date of training.

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### 4.8 Inspection and maintenance

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#### 4.8.1 General

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The inspection and maintenance of trucks shall be performed in accordance with the manufacturer's and user's recommendations, national regulations and

- a) a planned system for scheduled inspection, lubrication, maintenance and adjustment (as required), and
- b) that only competent and authorized persons are permitted to maintain, repair, rebuild, adjust and inspect trucks, in accordance with the manufacturer's recommendations.

#### 4.8.2 Preparation for inspection or repair

In preparation for, and prior to, starting the inspection or repair of a truck:

- wheel chocks or other means shall be applied to ensure the truck remains stationary;
- manufacturer-approved methods/devices as outlined in the operator's manual(s) shall be implemented to prevent unintentional movement of the truck/components before working on or around it;
- the possibility of unintentional fuel escape shall be eliminated before any part of the fuel system is disconnected;
- the battery shall be disconnected before working on the electrical system;
- the possibility of an unintentional stored energy release, e.g. from the accumulator or hydraulic system, shall be eliminated.

### 4.8.3 Performance checks

**4.8.3.1** Prior to conducting the performance checks, the user shall ensure that the pre-operation inspection has been performed satisfactorily per the manufacturer's instructions.

**4.8.3.2** The user shall ensure that performance checks are conducted in an authorized area where safe clearances exist.

**4.8.3.3** Before starting the performance check, the operator shall

- a) be in the operating position using an operator restraint (e.g. seat belt),
- b) disengage the clutch, if the machine is so equipped,
- c) apply service and parking brakes,
- d) place directional control(s) in neutral, and
- e) start the engine or power system.

**4.8.3.4** Check that all control systems and safety devices, e.g. loading handling means, steering, brakes, are functioning.

**4.8.3.5** Before exiting the truck, the operator shall

- a) stop the truck,
- b) fully lower the load-handling means,
- c) place directional control(s) in neutral, [ISO 11525-1:2012](https://standards.iteh.ai/catalog/standards/sist/9dd07f3d-daf1-47c1-bbf7-9f405e14a748/iso-11525-1-2012)
- d) apply the parking brake, <https://standards.iteh.ai/catalog/standards/sist/9dd07f3d-daf1-47c1-bbf7-9f405e14a748/iso-11525-1-2012>
- e) shut down the engine or power system, and
- f) remove the key, if so equipped, or, where another means such as a key pad is used to prevent the truck's use by unauthorized personnel, use this means to turn off the power.

### 4.8.4 Inspection and maintenance precautions

**IMPORTANT** The following precautions shall be taken by the user when inspection and maintenance is performed:

- Avoid fire hazards and ensure that fire protection equipment is present in the work area. Do not use an open flame to check fluid levels or for leakage of fuel, battery electrolyte or other flammable liquids. Do not use open containers of fuel or flammable cleaning fluids for cleaning parts.
- Properly ventilate the work area, including engine exhaust fumes.
- Keep the work area clean and dry.
- Do not make repairs or adjustments (e.g. welding of structures) unless specifically authorized to do so in accordance with 4.3.
- When refuelling, smoking in the area shall not be permitted, the engine shall be stopped and the operator shall not be in the truck.
- Spillage of oil or fuel shall be cleaned appropriately.
- Replace the oil and fuel tank caps before restarting the engine.