

Special Handling

Q-01

Know the accounts that your terminal handles that need Special Handling. Freight comes to us in all shapes and sizes. It is very important as Freight Handlers to know the proper handling methods and tools to use when handling specific types of freight.

Some freight that needs Special Handling:

- **APPLIANCES:** GE, Almo, Electrolux: Must be handled either with a BASILOID attachment or a 2-WHEELER. Do not use fork blades.
- **BUNDLES:** Must be handled with straps and forklift boom attachment or a 2-wheeler with cardboard on the blade to move smaller, lighter bundles.
- **PALLETS OF BAGS:** Must be handled carefully. Loaded pallets must be surrounded/shrouded with dunnage to protect bags from damage from other freight loaded around them
- **DRUMS:** Must be handled with 2-wheel drum cart or drum handling - forklift attachment. DO NOT use fork blades. Loaded, loose (not secured to pallet) drums must have cardboard underneath them (to cushion and prevent sliding) and an empty pallet stood on end behind them to protect and secure them. Utilize straps to secure when possible. Use "CAUTION: DRUMS AHEAD" signs to alert unloader at next point of handling.
- **SHEET METAL OR SHEET PLASTIC:** MUST be handled with fork extensions to avoid damage to packaging (pallet, banding, etc) & product.
- **GLASS:** Must be handled with glass cart or two-wheeler. Get assistance to prevent glass from slipping off glass cart and to prevent injury to self or co-workers. Some crates of glass are very large and heavy. These are to be moved carefully with forklift and assistance. Shipments of glass must be protected and secured when loaded to prevent damage from other freight loaded and prevent tipping. Pay attention to "Signs" on freight. ("Fragile", "This side up" and directional arrows)
- **HAZARDOUS MATERIALS:** ALL shipments containing HazMat MUST have extra attention when insuring that they are SECURED/BLOCKED/BRACED on trailer. Large fines result from non-secured HazMat.

There are many other types of freight that need "Special Handling" from knowing how to count certain shipments to the actual handling of a shipment. Know these methods and ask questions when necessary.

Dock Training Module