

ICS 53.060

CCS J83



**NATIONAL STANDARD OF THE
PEOPLE'S REPUBLIC OF CHINA**

GB/T 43923-2024

Industrial trucks - Operation manuals

工业车辆 操作手册

Issued on: April 25, 2024

Implemented on: November 1, 2024

**Issued by: State Administration for Market Regulation;
Standardization Administration of the PRC**

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Foreword

This document is in accordance with the provisions of GB/T 1:1-2020 "Guidelines for standardization work Part 1: Structure and drafting rules for standardization documents" Drafting: Please note that some of the contents of this document may involve patents: The issuing organization of this document does not assume the responsibility for identifying patents: This document was proposed by the China Machinery Industry Federation: This document is under the jurisdiction of the National Technical Committee for Standardization of Industrial Vehicles (SAC/TC332): This document was drafted by: Hangcha Group Co., Ltd., Beijing Hoisting and Conveying Machinery Design and Research Institute Co., Ltd., Noli Intelligent Equipment Co., Ltd., Linde (China) Forklift Co., Ltd., Anhui Heli Co., Ltd., Toyota Industries (Kunshan) Co., Ltd., Tianjin Hong Kong Stock Co., Ltd., Beijing Kezhengping Engineering Technology Testing Institute Co., Ltd., Jungheinrich Forklift Manufacturing (Shanghai) Co., Ltd., Zhejiang Jiali Warehouse Storage Equipment Co., Ltd., Zhejiang Zhongli Machinery Co., Ltd., and Liuzhou Liugong Forklift Co., Ltd: The main drafters of this document are: Liu Rugeng, Zhao Chunhui, Xu Zhengyu, Zhang Jinxia, Wei Kai, Yu Bo, Fang Yue, Lu Shiming, Cao Yang, Wang Jun, Xu Tao, Jiang Lianjie, Wang Shengqian, Liu Qingrong, Jin Shengnan: Industrial Truck Operator's Manual

1 Scope

GB/T 43923-2024 specifies what the operation manual of an industrial truck must contain and how it must be written. A forklift or order picker is one of the few machines a company hands to a newly trained operator to drive around people all day, and the manual is a safety component of it: the load chart, the stability limits, the daily checks and the procedures for attachments are all things the operator will not otherwise know, and a manual that is unreadable is a manual that is not read. The standard sets the general requirements, then the expression requirements - understandability, readability, headings, illustrations, safety information, technical terms and abbreviations, and tables - and the main content, covering

the structure of the manual, the cover, the preface, the description of the truck, the safety instructions, the operating instructions, the maintenance and inspection instructions, the technical data and the transport and storage instructions. It took effect on 1 November 2024.

This document specifies the general requirements, expression methods and main contents for the compilation of industrial truck operation manuals: This document is applicable to the preparation of operating manuals for various types of industrial vehicles defined in GB/T 6104:1:

2 Normative references

The contents of the following documents constitute the essential clauses of this document through normative references in this document: For referenced documents without a date, only the version corresponding to that date applies to this document; for referenced documents without a date, the latest version (including all amendments) applies to This document: GB/T 6104:

3 Terms and definitions

The terms and definitions defined in GB/T 6104:1 and GB/T 19678:1-2018 and the following apply to this document: 3:

1 Safety Information Safety related information to be followed and how to avoid danger during the operation, maintenance, storage, transportation, and scrapping of industrial vehicles Precautions or preventive measures that can be taken: 3:2 operator Professionals who have received appropriate training and qualifications and are responsible for controlling the operation of industrial vehicles and the handling of loads: [Source: GB/T 10827:1-2014, 3:7] 3:

3 Operation Manual A document describing all necessary information concerning the operation, maintenance and safety precautions of an industrial vehicle:

Note: The operation manual is also called "operation and maintenance manual", "operation and maintenance manual", "operating instructions" or "instructions for use": 3:

4 Stability The ability of an industrial vehicle to resist tipping over due to static or dynamic forces during operation: [Source: GB/T 6104-2005, 7:1, modified]