



Using the Belle Skid Steer Loader

1. Check that all persons or obstacles are clear of the loader before getting into the cab.
2. Get on carefully. If the bucket is raised, it must be supported by a proper restraining device.
3. Always use the proper grab handles when climbing in or out, do not use the steering or control levers.
4. Adjust the seat, and wear the seat belt. Do not drive the loader until seated in the correct operating position and have lowered the safety rail.
5. Stay aware of what is happening all around. Do not assume that other persons or obstacles will move out of the way.
6. Keep both hands on the control levers while the loader is in motion.
7. Stay within the cab unless the vehicle is parked up properly. Do not lean out to move obstacles or give assistance.
8. Be aware of hazardous areas such as soft ground, trenches or overhead obstacles.
9. Be careful on slopes – avoid turning on them if possible. To get up a slope, drive up in reverse.
10. Never move the loader adjacent to any trench where men are working.
11. This is not a digging machine. Fill the bucket by driving into a mound of earth, sand, or similar loose material with the bucket just above, and parallel to the ground.
12. If you are loading an open vehicle such as a dumper, the dumper driver should get off and move a safe distance away.
13. Do not swing or move the bucket. Whether full or empty, over anyone.
14. Always keep the bucket as low as possible, below the field of vision. Only raise it to unload or when necessary.
15. Do not force the loader to do more than it is capable of. This can cause it to become unstable. The job will be completed safer and more efficiently if the operator takes their time and works steadily.
16. Do not overload the bucket, or try to balance an unsecure load on it.
17. Always stop on firm level ground away from the work area and other traffic.
18. The loader may creep or roll if the brakes are not applied when stationary.
19. Lower the bucket. Stop the machine, apply the parking brake and remove the key before leaving the loader unattended.

Please keep this leaflet safely as it may be required for future reference



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- STARTING THE ENGINE**
1. Make sure that nobody is within the work area of the loader.
 2. Check that the handbrake is on and the controls are in the neutral position.
 3. Set the throttle fully back to its full speed position.
 4. The speed control lever is by the left front control lever, move it fully forward to fill speed position.
 5. Insert the key in the ignition switch. Turn the key part way to engage the cold start device, hold it in that position for about twenty seconds, then turn fully to engage the starter. Keep the throttle open when starting.
 7. When the engine fires, release the key, which will return to its 'running' position.
 8. Adjust the speed control lever to allow the engine to tick over for five minutes before starting work.
 9. If the loader fails to start after a few seconds look to see if there is any smoke coming from the exhaust. If there is, try repeating the start procedure but hold in the cold start position for a little longer.
 10. If the engine is warm, there is no need to use the cold start device. The key can be turned fully to engage the starter.
- STOPPING THE ENGINE**
1. Lower the lift arm and set the bucket on the ground.
 2. Push the throttle lever fully forward to the slow position and allow the engine to tick over for a short while to cool down.
 3. Always use the engine stop control to stop the engine. Sometimes this stop control is incorporated into the 'off' position of the ignition switch.
 4. Remember to turn off and remove the ignition key if there is one, to prevent unauthorised use.
 5. Never leave the loader unattended with the engine running.
- LIFT ARM (and lift arm float)**
1. Twist the left-hand lever clockwise to raise the bucket. Twist it anti-clockwise to lower it.
 2. Twisting the left-hand lever fully clockwise causes the bucket to float and follow the contours of the ground.
 1. Twist the right-hand lever clockwise causes the bucket to roll downwards and empty the load.
 2. Twist the right-hand lever anti-clockwise causes the bucket to roll upwards to 'keep' the load.
- BUCKET TILT**
1. Twisting the left-hand lever fully clockwise causes the bucket to float and follow the contours of the ground.
 2. Twisting the left-hand lever fully clockwise causes the bucket to float and follow the contours of the ground.
- INSURANCE**
1. Under the terms of hire, you are responsible for the safe custody of the machine. It is important to indemnify the hire company against any loss or unreasonable damage such as vandalism. The best way to achieve this is by insurance.
 2. However, the machine must always be secured against theft or vandalism.
 3. Some hire companies will offer insurance cover at no extra charge.
 4. In addition, it is important to note that if any damage is caused to a property belonging to a third party, or if it is involved in a highway accident, it is unlikely that normal insurance policies will give any protection.
 5. If in any doubt regarding insurance cover, check with the hire company or the insurer straightaway.
- REFUELLING**
1. No smoking.
 2. If possible, drive the loader to a safe place away from the work area.
 3. Stop the engine and let it cool down.
 4. Clean the fuel cap and the area around it to prevent dirt falling into the diesel tank.
 5. Use clean diesel when refuelling. If a fuel pump is not available, then use a funnel. Do not spill any diesel onto bare skin or the loader.
- STEERING**
1. Forward and reverse movement is controlled by the two main levers, each side of the seat.
 2. Move both levers forward to straight ahead, away from the work area.
 3. Stop the engine and let it cool down.
 4. Clean the fuel cap and the area around it to prevent dirt falling into the diesel tank.
 5. Use clean diesel when refuelling. If a fuel pump is not available, then use a funnel. Do not spill any diesel onto bare skin or the loader.
- BELLE SKID STEER LOADER**
1. Check the machine including the cab, and the operator must be checked for soft condition of the tyres. Do not use anything found damaged, the hire company must be contacted.
 2. Check the loader over each time it is used. It will have been supplied in good condition and ready to use by the hire company. The operator must be sure that it has not been damaged or altered since then.
 3. When working on or near a public highway, inside industrial premises, or construction sites, the vehicles flashing amber beacon should be used.
 4. Do not use the loader as a crane.
 5. Do not use the loader as a temporary work platform.
 7. Never carry passengers on any part of the loader.
 8. Do not tow anything with this machine.
 9. If this type of loader has not been driven before, the operator will need to carefully look at all the controls before the engine is started. Please note that the control levers may not be exactly in the same places as other machines-make sure the operator knows how each control works.
 10. Before work is started let the engine run at part throttle, drive into a clear area and carefully practice all control movements and machine actions until the operator is familiar with them.
- OPERATORS**
1. The following items of personal protective equipment (ppe) are the minimum that should be worn whenever the skid steer is in use.
 2. Particular jobs or environments may require a higher level of protection.
 3. Wear a safety helmet (EN397 or BS5240) as a minimum.
 4. Ear muffs or earplugs giving protection for this level of up to 100dB(A) – wear appropriate ear muffs or earplugs giving protection for this level of protection.
 5. The equipment is likely to cause noise levels above 85dB(A) – wear appropriate ear muffs or earplugs giving protection for this level of protection.
 6. Particular jobs or environments may require a higher level of protection.
 7. A reflective vest or similar high visibility garment must be worn.
 8. If the loader is fitted with a seatbelt, it must be worn.
 9. Do not lower the safety rail unless the operator is sat correctly in the seat of the loader ready to start.
 10. Anybody who is working near the skid steer loader will also need to wear appropriate personal protective equipment.
- WORK AREA**
1. Do not use the skid steer loader where there is danger of explosion. It will ignite fumes from petrol, or gas cylinders.
 2. To reduce the risk of serious or fatal injury from breathing in toxic fumes do not use the skid steer loader inside a building or closed spaces unless the area is well ventilated.
 3. The vehicle must never be operated on any public highway unless the machine is insured, and complete with road traffic regulations. In addition, the operator must have an appropriate driving licence.
 4. The work area must be checked for soft objects that may damage the tyres and wheels.
 5. Check that there are no low hanging objects, branches, scaffolding or any other objects that may cause a collision.
 6. Keep well away from any overhead power lines unless they are at least 5m (16ft) above the highest part of the raised bucket. It is important to note that high voltage electricity can jump across large gaps.
 7. If the work area is complex or noisy, the operator should work with a banksman.

Skid Steer Loader

The rules and procedures in force where people are at work may require the person responsible for this equipment to carry out a specific risk assessment.

It is important to read this entire leaflet BEFORE using the Skid Steer Loader

1. It is important to read all of this leaflet and any others provided before using the Belle Skid Steer Loader.
2. Diesel is highly flammable. Take care not to cause a fire or explosion.
3. The Belle skid steer loader is designed for lifting loose earth, sand, ballast and similar materials in its bucket, from ground level and discharging it into dumpers or other earth-moving vehicles. It is also used for loading hoppers.
4. The action of the skid loader can cause injury or damage if the equipment is not used in a careful and controlled way.
5. The operator should not drive this loader unless they have had previous experience or a course of instruction from a responsible body. Drivers of this vehicle should have a current site safety awareness certificate.
6. A Certificate of Training Achievement (CTA) for construction Plant Operators is required on many construction sites. Training to achieve a CTA is available from CITB appointed bodies.
7. No attempt should be made to load or unload the machine from a truck or trailer unless fully experienced to do so.
8. Work must be planned ahead to make sure that work is always carried out safely.
9. The following items of personal protective equipment must be available; Ear muffs or plugs giving protection for levels up to 100dB(A); Safety helmet to EN397 or BS5240; Sturdy shoes as a minimum, ideally; Safety boots to EN345 OR BS1870/4972; High visibility vest or similar reflective garment.
10. The loader must not be used by minors, or by anyone under the influence of drugs or alcohol.
11. The loader is designed for operation by an able bodied adult, anyone with either temporary or permanent disability must seek expert advice before using it.



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