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TO: ALL NON-STOP CUSTOMERS USING THE NEW SWIVEL FORKLIFT BAR

RE: PROPER USE OF THE BAR

It has come to our attention that some customers have had the safety chain on their swivel forklift bar break or be ripped loose from the frame of the bar. This has only occurred during the process of laying towers down on the ground. This has never been a problem with our plain fixed-length forklift bar that simply lays on the forks.

We investigated to find out why this was happening with the swivel bar and not the plain bar. We found that in the act of laying towers on the ground, the simple physics of the process causes the tower, and therefore the bar, to move *away* from the forklift. A drawing of this is included to help train your operators.

When this happens using the plain bar, the tower lifts the bar up off the forks and tensions the chain. When the operator sees this, he is alarmed by this abnormal situation and common sense tells him how to remedy the situation – by booming out or rolling forward.

The new swivel bar has fork pockets that keep it in place on the forks. The only indication of a problem the operator will see is the chain being pulled taut. The problem is that he cannot tell how taut it is, and if he keeps booming down without booming out or rolling forward, the tower can pull the bar with tremendous force, enough to damage the bar or the tower. There is a simple remedy to this problem:

THE OPERATOR MUST KEEP SLACK IN THE SAFETY CHAIN UNTIL THE TOWER IS ALMOST HORIZONTAL, ABOUT THREE FEET OFF THE GROUND. At that time he must tilt his forks to lower the tower the last three feet to the ground. If the swivel bar slides forward on the forks and tightens the chain at this time, it is only holding the weight of the tower, which will cause no damage.

If any other questions arise, please contact us.

A complete listing of new accessories such as bridges, racking clamps, and much-requested mid-run guardrails can be seen at [nonstopscaffolding.com](http://nonstopscaffolding.com).

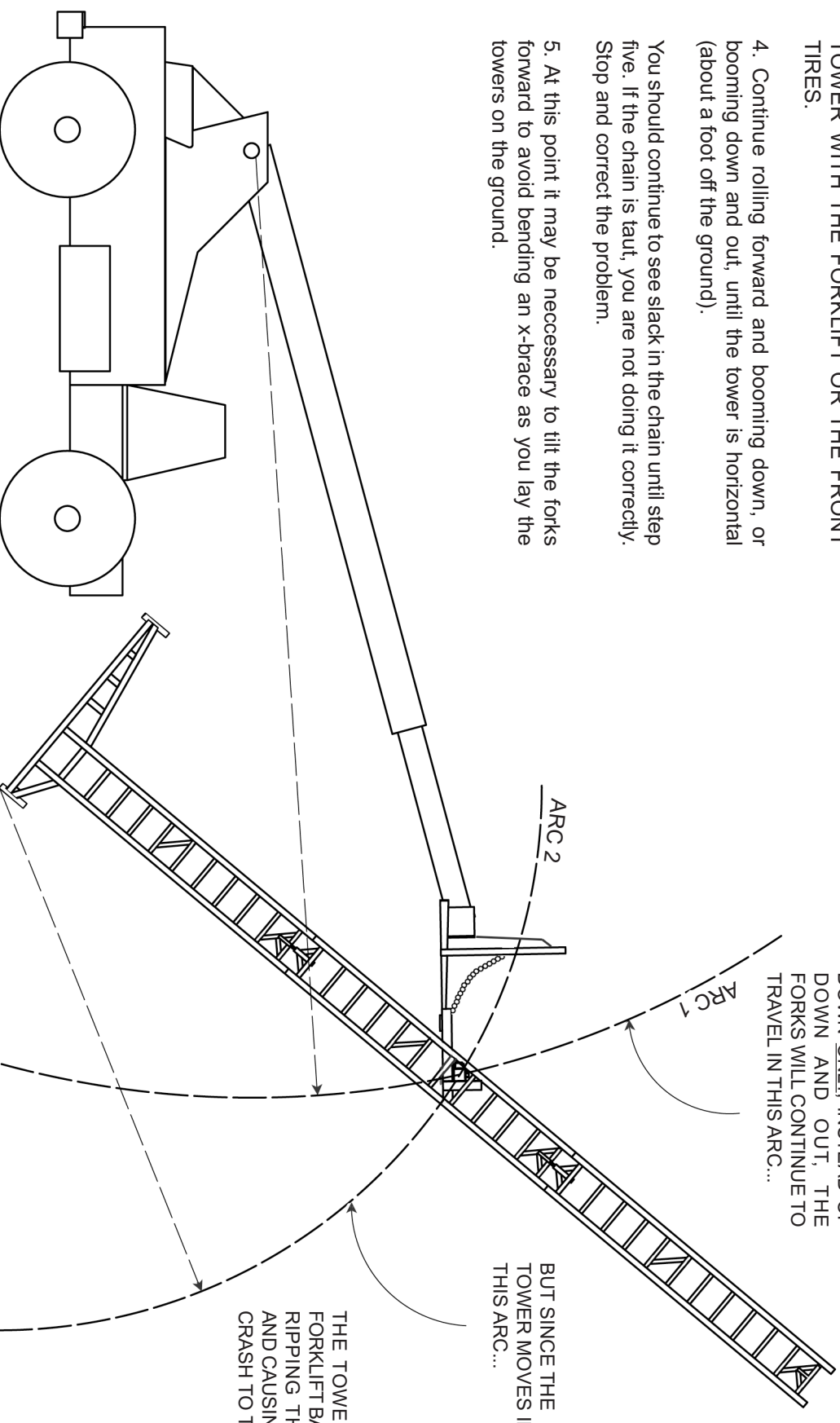
Sincerely,

Justin Breithaupt, Jr.  
Non-Stop Scaffolding, Inc.

## HOW TO SAFELY LOWER TOWERS TO THE GROUND

1. Slide the Swivel Forklift Bar on the forks and fasten the safety chain to the mast, leaving a few inches of slack in the chain.
  2. Capture the tower with the Swivel Forklift Bar in an area where an x-brace has been left out or removed. Remember, you can skip one, but never two, consecutive vertical x-braces. Before lifting, be sure the towers will be bottom-heavy.
  3. Boom out and/or roll forward to begin tipping the tower over. **AVOID HITTING THE BOTTOM OF THE TOWER WITH THE FORKLIFT OR THE FRONT TIRES.**
  4. Continue rolling forward and booming down, or booming down and out, until the tower is horizontal (about a foot off the ground).
- You should continue to see slack in the chain until step five. If the chain is taut, you are not doing it correctly. Stop and correct the problem.
5. At this point it may be necessary to tilt the forks forward to avoid bending an x-brace as you lay the towers on the ground.

## THIS DRAWING SHOWS WHAT CAN GO WRONG. FOLLOW THE INSTRUCTIONS TO KEEP THIS FROM HAPPENING TO YOU.



## **! WARNING !** TO PREVENT SERIOUS INJURY OR DEATH:

Be sure the towers will be bottom heavy before lifting them.

Except for the lift operator, keep all personnel well away from towers being lowered. Keep away from the tower a distance equal to the tower height plus 10 feet.

If there is any doubt about the correct procedure, contact Non-Stop directly at 318-222-0702 or 800-845-0845.