



see



care



share

# USING TROLLEYS 101

**Make sure that you load, use and keep trolleys safe whenever in use.**

## 01

### **CHECK IT!**

Before you start using any trolley check it is suitable for the task, in working order and not damaged.



## 02

### **FREE WHEELS!**

Always make sure that the wheels are working and moving freely. If it has brakes, check that they are working.



## 03

### **LOAD UP RIGHT!**

Don't overload the trolley. Ensure items are away from the edge and stable. Consider the weight of the load – you want it to be manageable.



## 04

### **PUSH IT!**

Where possible push rather than pull. This helps you to move the trolley safely and you can see where you are going.

