



XR620/621

Operation & Safety Manual



Introduction 3
 General 3
 Replacement manuals 3
 Model/Serial Number Plate 3
 Orientation 3

Safety 4
 Safety Disclaimer 4
 Signal Words 4
 Safety Symbols 4
 Employer Responsibility 7
 Operator Responsibility 7
 Operator Qualifications 7
 Modifications 7
 Mounting/Dismounting 8
 Work Site Safety 8
 Before Starting Forklift 9
 Operation Safety 10
 Load Safety 12
 Attachments 13
 Shut Down Procedure 13
 Forklift Maintenance 13
 Dead Engine Towing 15
 Parking Brake Release (Front Axle) 15
 Re-activating Parking Brakes (Front Axle) 16

Labels 18
 Label Legend 18
 Left Side View 18
 Right Side View 18
 Front View 19
 Rear View 19
 Cab View 19
 Replacement Labels 21

Features 30
 Standard Equipment 30
 Optional Equipment 30

Specifications 31

Operator Cab. 32
 Ignition Switch 32
 Accessory Outlet 32
 Accelerator Pedal 32
 Service Brake Pedal 33
 Steering Wheel 33
 Horn Button 33
 Operator Seat 33
 Operator Seat Controls 33
 Weight Suspension Lever 33
 Lumbar Support 34
 Fore and Aft Adjustment Lever 34
 Backrest Angle Adjustment Lever 34
 Seat Belt 34

Rear View Mirrors 35
Controls and Indicators 35
Travel Select Lever 35
Parking Brake Switch 36
Load Capacity Charts 36
Low Brake Pressure Indicator 36
Hourmeter 36
Voltage Gauge 37
Fuel Gauge 37
Oil Gauge 37
Coolant Gauge 37
Light Switch 38
Rear Axle Centering Indicator 38
Steering Select Switch 38
Declutch Indicator 38
Declutch Switch 39
Boom Control 39
Attachment Tilt Switch 41
Frame Sway Control Handle 41
Auxiliary Attachment Control 42
Boom Angle Indicator 42
Boom Extend Letters 42
Frame Level Indicator 42

Operation 44
 Pre-Operation Inspection 44
 Pre-Operation Inspection Checklist 46
 Functional Tests 47
 Functional Test Checklist 47
 Operator Maintenance 48
 Before Starting Forklift 49
 Starting Forklift 50
 Normal Starting 50
 Cold Starting 50
 Jump Starting 51
 Forklift Travel 52
 Steering Modes 52
 Crab Steering 52
 Two Wheel Steering (2W) 52
 Four Wheel Steering (4W) 52
 Maximum Fork Sweep 52
 Starting Travel 52
 Warning Indicators and Gauges 53
 Rear Axle Centered Indicator 54
 Pintle Hook (Optional) 54
 Stopping Travel 54
 Changing Travel Direction 54
 Shut Down Procedure 54
 Refueling 55
 Fuel Types 55
 Attachments 55
 Attachment Disclaimer 55
 Fork Ratings 55
 Standard Carriage Operation 56
 Fork Positioning Carriage Operation 56

Quick Attach System	57
Attachment Connection	57
Attachment Removal	58
Load Handling	60
Suspended Loads	60
Pick Up A Load	61
Carry A Load	61
Place A Load	61
Load Shift	61
Frame Leveling	61
Load Capacity Charts	62
Using Load Capacity Charts	62
Reading Load Capacity Charts	63
Standard Carriage Load Capacity Chart	64
Preventive Maintenance	66
Establishing A Maintenance Program	66
Maintenance Schedules	66
Boom Emergency Lower Down Valve	68
Do Not Operate – Accident Prevention Tags	68
New or Additional Operators	68
Lockout / Tagout	70
Lockout/Tagout Procedure	70
Removing Forklift From Service	70
Returning Forklift To Service	70
“Do Not Operate” Tags	71

Introduction

General

This Operation and Safety Manual provides the information needed to safely operate the XR620/621 Reach Forklift.

This manual should be considered a permanent part of the forklift and kept in the plastic, protective case located in the operator's cab.

Notice

BEFORE operating the forklift, read this manual completely and carefully to understand the safety instructions and the operation of controls and safety equipment. You must comply with all DANGER, WARNING, and CAUTION notices. They are for your benefit.

Warning

Improper operation of this forklift could result in death or serious injury.

BEFORE starting the engine, do the following:

- Read this Operation and Safety Manual.
- Read all safety Labels on the forklift.
- Clear the area of other persons.

Learn and practice safe use of forklift controls in a safe, clear area, BEFORE you operate this forklift on a work site.

It is your responsibility to observe applicable laws and regulations and to follow manufacturer's instructions on forklift operation and maintenance.

Replacement manuals

Replacement manuals for the XR620/621 Reach Forklifts can be obtained by contacting:

Xtreme Manufacturing
Phone: (800) 497-1704

Model/Serial Number Plate

When contacting the manufacturer, please have the forklift model and serial numbers available. The model/serial number plate is located on the left side, inside the operator's cab.

For easy reference, record the model and serial numbers in the space provided.

Model Number: _____

Serial Number: _____



Figure 1-1. Model/Serial Number Plate.

Orientation

Right side, left side, front, and rear are directional references given from the operator's seat while facing in a forward direction.

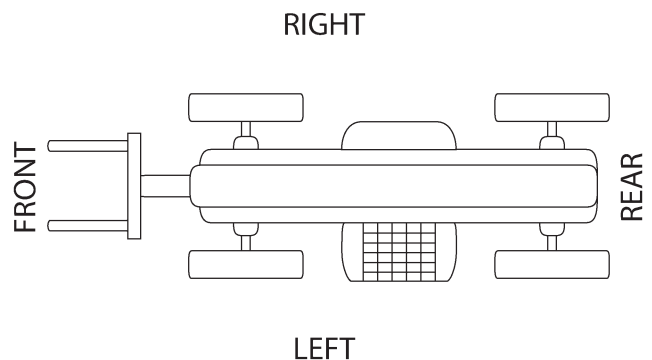


Figure 1-2. Forklift Direction Orientation.

Safety

Safety Disclaimer



Figure 2-1. Think Safety.

Xtreme Manufacturing reserves the right to make technical changes for product improvement. This manual may contain illustrations and photographs, for demonstration purposes, which slightly deviate from the actual product.

Safety information provided in this manual is a basic guide and an attempt to prevent accidents. Xtreme Manufacturing cannot anticipate every circumstance that might involve a potential hazard. Warnings in this manual and on the forklift are NOT all-inclusive.

You are responsible for safe operation of the forklift and all attachments. You must satisfy yourself that the techniques, operating procedures, work methods, or tools you use are safe; especially those not specifically mentioned by Xtreme Manufacturing.

The safety of everyone around the forklift depends significantly on your knowledge and understanding of all correct and safe operating practices and procedures. You can help prevent accidents by remaining alert and recognizing potentially hazardous situations.

Follow State and Federal health and safety rules and/or local regulations for operating and maintaining the forklift.

- This manual does not replace any laws and regulations.
- The operator is required to comply with all applicable laws and regulations.

Signal Words

Signal words are the word or words that call attention to the safety sign and designate a degree or level of hazard seriousness. The signal words used in this manual are DANGER, WARNING, and CAUTION.

⚠ Danger

DANGER (Red) used with the safety alert symbol indicates an imminently hazardous situation which, if not avoided, will result in death or serious injury.

⚠ Warning

WARNING (Orange) used with the safety alert symbol indicates a potentially hazardous situation which, if not avoided, could result in death or serious injury.

⚠ Caution

CAUTION (Yellow) with the safety alert symbol indicates a potentially hazardous situation which, if not avoided, could result in minor or moderate injury.

Caution

CAUTION (Yellow) used without the safety alert symbol indicates a potentially hazardous situation which, if not avoided, may result in property damage.

Safety Symbols

⚠ Warning

Safety symbols are provided to remind the operator of hazardous situations. Xtreme Manufacturing provides these symbols in an attempt to inform all operators, regardless of reading and language skills, of as many potential hazards as possible. These symbols cover many, but not all, potential dangers and hazards associated with operating the forklift.

Make safety a high priority while operating the forklift. Learn and follow all safety messages in this manual and on forklift Labels to prevent death, serious injury, or equipment damage. The following two pages include a list of some of the safety symbols that may be used on this forklift.



General Safety Alert Symbol



Read Operator Manual Before Operating This Forklift



Read Maintenance Manual Before Working On This Forklift



DO NOT OPERATE! Forklift Down For Service Or Maintenance



Read Material Safety Data Sheets (MSDS) For Chemicals And Fluids



Know First Aid Instructions And/ Or Locations On Work site



Perform Operator Inspection Before Starting This Forklift



DO NOT Operate If Using Alcohol, Drugs, Or Medications



Personal Protective Equipment Hardhat



Personal Protective Equipment Gloves



Personal Protective Equipment Safety Shoes



Personal Protective Equipment Safety Glasses



Personal Protective Equipment Ear Protectors



Lead Acid Batteries Create Explosive Gases



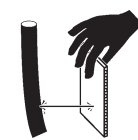
No Smoking Keep Lit Cigarettes Away



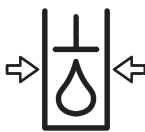
Keep Flames And Ignition Sources Away



Warning! Hydraulic Oil Under Pressure



Use A Board Or Cardboard To Check Hydraulic Leaks. DO NOT Use Your Hand!



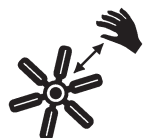
Hydraulic System Under Pressure



Hot Oil! DO NOT Open Unless Cap Is Cool To Touch



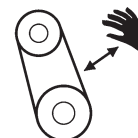
Warning! Rotating Fan Blades Can Cut



Keep Hands A Safe Distance From Rotating Fan Blades



Warning! Rotating Belts Can Cut Or Entangle



Keep Hands A Safe Distance From Rotating Belts



Make Sure All Safety Labels Are Attached And Legible



Replace Worn And Illegible Safety Labels And Labels



Use Three Points of Contact When Entering and Exiting Forklift