



# Instruction Manual

**FORKLIFT JACK**

**HFJ-400**



**CAPACITY: *4000kgs***

**NOTE:** Owner / Operator must read and understand this instruction manual before using the forklift jack.

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# SPECIFICATIONS

|                                   |                   |
|-----------------------------------|-------------------|
| Rated capacity .....              | 4000kg/8800lbs    |
| Starting pad height (notch) ..... | 65mm/2-1/2inches  |
| Raised height—maximum.....        | 406mm/16inches    |
| Width.....                        | 200mm/7-4/5inches |
| Weight.....                       | 33kg/77lbs        |

## IMPORTANT:

### Owner and/or Operator Responsibilities:

1. The use of this jack is subject to certain hazards that can only be precluded by the exercise of intelligence, care and common sense. It is therefore essential to have competent and careful personnel involved in the use and operation of this equipment.

Before using the jack, you must read and understand all the instructions, warnings and precautions contained in this manual as well as those affixed to the jack in the form of decals.

2. Warning symbol:



This symbol is used to warn you of specific situations which may occur and must be avoided when using the **HFJ-400** jack. Failure to observe these warnings may result in personal injury and/or property damage.

3. You must refer this manual to all operators, using the HFJ-400 jack. They must read and understand the contents of this manual. This manual is written in English. If the equipment is to be used by operators who cannot read or understand English, it is the responsibility of the owner (or his designated representative) to instruct these people in the use of the jack. To avoid unnecessary risk of bodily injury or property damage, the operator **MUST** understand and observe these instructions and warnings.
4. The owner must inspect, or appoint a knowledgeable person, to inspect the jack at regular intervals.  
Each jack must be inspected immediately if subjected to an abnormal load or shock. Regular inspection should be made weekly for daily use and monthly for intermittent use.  
Damaged jacks-any jack which appears to be damaged in any way or deemed badly worn or operates abnormally-MUST BE REMOVED FROM SERVICE UNTIL NECESSARY REPAIRS ARE MADE.
5. You must retain this manual and make it available to all persons in need of the information contained herein.
6. For additional copies, please contact our dealer.

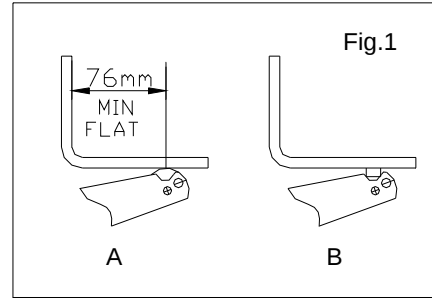
## FEATURES:

Here is an abbreviated list of features:

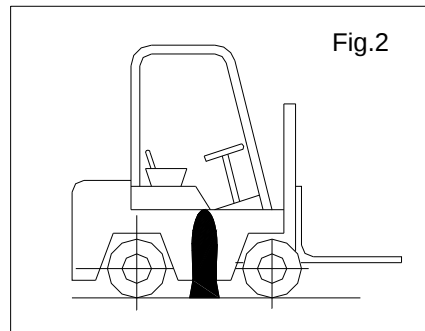
1. Low starting height
2. Easy portability
3. Two-position lift pad
4. Simple, rugged design
5. Lift pad swivels with load as jack is raised and lowered.
6. Safety valve

# OPERATING INSTRUCTIONS:

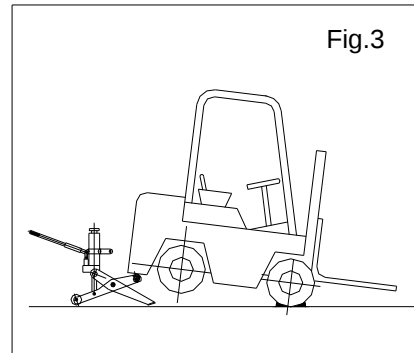
1. To raise: close the release valve(turn the knob clockwise) then pump the handle.
2. To lower: turn the release valve **SLOWLY** counter-clockwise. When lowering the jack lift truck. It is important to keep the rate of lowering under your control. Do not lower the fork lift until the area is free of personnel, tools and equipment. Keep all body parts away from the area wheels of the jack because they move backwards when lowering.
3. We recommend that a vehicle be raised by cradling a support point in the notch at the end of the lift arm. (**Fig. 1-B**) To accomplish this , it is advisable to attach a steel bar to the lower surface capable of supporting the load. The serrated pad can be used to raise a vehicle with flat underside. See **Fig. 1-A** (flat surface must be parallel to the floor before lifting)
4. Always position lift pad least 76mm inward toward the centre of vehicle from the beginning of the flat surface (See **Fig. 1-A**). Never push jack under the fork lift beyond the “red line” marked on decal located on top of the lift arm (see **NOTICE ②** in **PLACARD**).



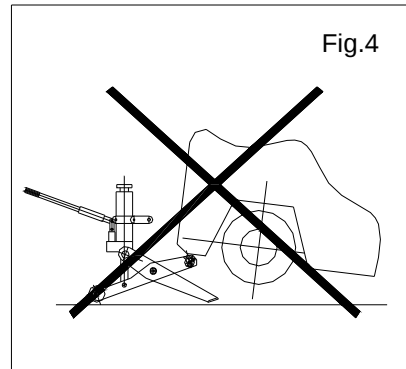
- a. When lifting from the side the jack should be located nearer to the rear wheels than the front. If the fork lift seems to be heavier at one end, lower the jack and move it closer to the heavy end to obtain suitable balance.



b. When lifting from the end place the **HFJ-400** at the centre of the fork lift truck. Always chock the wheels at the opposite end of the fork lift. When lifting 3 wheeled lift trucks, never lift the 2 wheeled end.



**WARNING:** Do not lift from the end of the fork lift if the contact surface is sloped or rounded(See Fig.4)



**WARNING:** This is a lifting device only ! After lifting, load must be immediately supported by adequate stands. Failure to do so may result in personal injury and/or property damage.

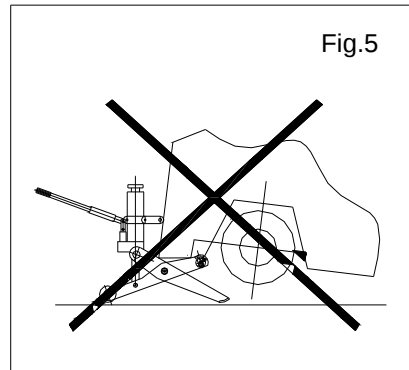


**WARNING:** Care must be taken not to tilt the vehicle more than 15° when using the serrated pad. Excessive tilting can cause the jack to kick out suddenly and

drop the load. See instruction 3 page 7.

5. Select the lifting point on the fork lift with care. It must be strong enough to resist the lifting force without damaging the fork lift. It is desirable to cradle the lifting point in the arm notch when possible(See Fig.1-B).

6. Use only the serrated lifting pad, or the notch at the end of the lifting arm as the lifting contact. Do not attempt to use any other part of the **HFJ-400** lack as a lifting contact point.



7. Raise a fork lift with the **HFJ-400** only when:
  - a. The forks are in a lowered position
  - b. There is no load of any kind on the forks
  - c. There are no personnel on the jacks
8. If the fork lift truck is to be lifted, lowered and relifted, the following procedure is to be followed.
  - a. Lift and lower in accordance with the instructions in this manual
  - b. Before using a second jack, make certain that the jack is replaced in full accordance with the initial instructions in this manual. (See Paragraph 4 of Operating Instructions)

# SAFETY TIPS

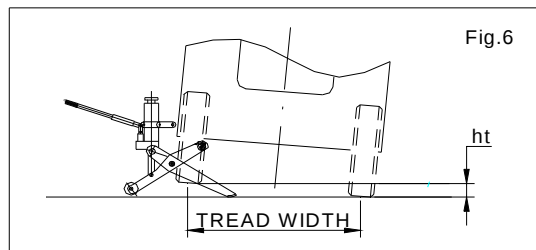


**WARNING:** The warnings and instructions listed and described hereafter must be followed at all times. If there is any uncertainty regarding an intended use of the **HFJ-400**, contact your

supervisor. Failure to observe these warnings and instructions may result in injury and/or property damage.

1. Both the **HFJ-400** jack and the fork lift must be on a firm level surface capable of supporting the load. Do not attempt to lift from a polished or greasy floor.
2. The **HFJ-400** may be used to lift from either side or end of the fork lift truck. However, 2 wheels of the lift truck must remain firmly on the floor.
3. Use extreme caution when lifting narrow fork lift trucks (less than 1016mm Wide) from the sides. Always make sure that the height between the floor and the bottom of the raised tyre is never more than one fourth ( $1/4^{\text{th}}$ ) of the vehicle's tread width. See Fig.6. (Tread width is measured from centreline to centreline of the tyre treads.) If the one fourth figure is exceeded, the fork lift truck could reach the point of instability and tip over or the angularity of the forklift truck frame could cause the jack to kick out and drop the load.

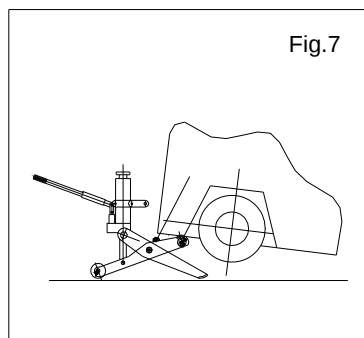
Example: If treadwidth=914.40mm, then never lift the bottom of the vehicle tyre more than 228.60mm off the floor.



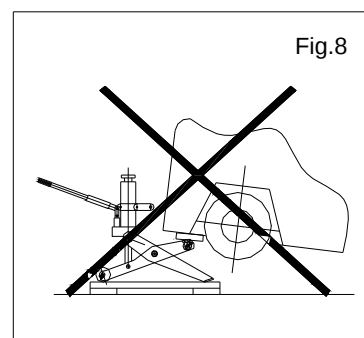
4. Never use more than one jack to lift the fork lift truck. Failure to observe this instruction may lead to unstable conditions and could cause failure of one of the jacks.

5. Do not use the **HFJ-400** to raise all four wheels of the fork lift from the floor. Two wheels of the lift truck must remain in contact with the floor at all times.

6. Do not push the jack under the fork lift beyond the red line marked on the decal on the top of the lift arm. This will maintain at least one inch clearance between the body of the jack and the fork lift in its raised position. Failure to observe these instructions could result in damage to the **HFJ-400** and/or loss of load.



7. Do not use any kind of "cribbing" under the **HFJ-400**, or on top of the lift pad area. The jack must always remain in direct contact with the floor, and the lifting pad or notch must be in direct contact with the fork lift.

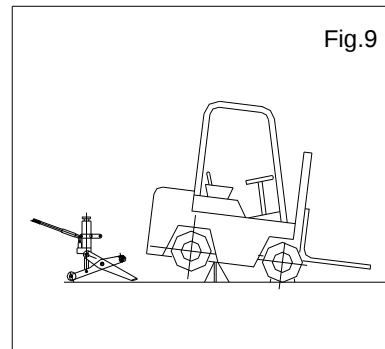


8.Keep hands, feet and all other body parts out of the area of the scissors mechanism at all times. This instruction applies to handling and carrying as well as lifting and lowering the jack. The scissors action of the lifting mechanism can cause serious injury.

9.Do not drop, throw, drive over or otherwise abuse the **HFJ-400**. The jack must be treated with the same care as any other precision tool upon which your safety and the safety of your co-workers depends.

10.Do not drive the lift truck off the jack or attempt to move the fork lift at any time when it is supported by the **HFJ-400**.

11.Do not work on the fork lift, or get under it for any reason until it is properly supported by means of adequate stands. When the stands are in place and are supporting the fork lift truck, remove the **HFJ-400** from the working area before beginning work.Fig.9



12.The **HFJ-400** jack is designed solely for the lifting of fork lift trucks. Use of the jack for any other purpose constitutes misuse of the jack. Users of the jack hereby warned of this misuse, which can result in physical injury and/or property damage.

13.Damaged jacks-Any jack which appears to be damaged in any way, is found to be badly worn, or operates abnormally **MUST BE REMOVED FROM SERVICE** until necessary repairs are made.

14.Do not modify the **HFJ-400** jack in any manner.

15.Do not exceed the rated capacity of the **HFJ-400**,which is 4000kg.

# MAINTENANCE INSTRUCTIONS:

1. Apply several drops of a grade machine oil to the stem of the pump plunger.
2. Oil the handle joints while operating the pump handle to work the oil in.
3. Although the hydraulic unit on the **HFJ-400** is a sealed unit and will probably never need fluid adding to the reservoir, the following instructions should be followed in the event fluid is needed:

To refill the reservoir, place the jack in normal upright position, and completely lower jack by opening release knob. Carefully clean dirt and contaminants from around the fill plug and then remove the plug. Add Mobile DTE#13 hydraulic oil to reservoir until fluid runs out the fill plug hole. Do not use brake fluid. (Extreme care should be taken to fill plug the fluid contaminant free and keep dirt and contaminants out of the reservoir of the jack.) Reinstall fill plug.

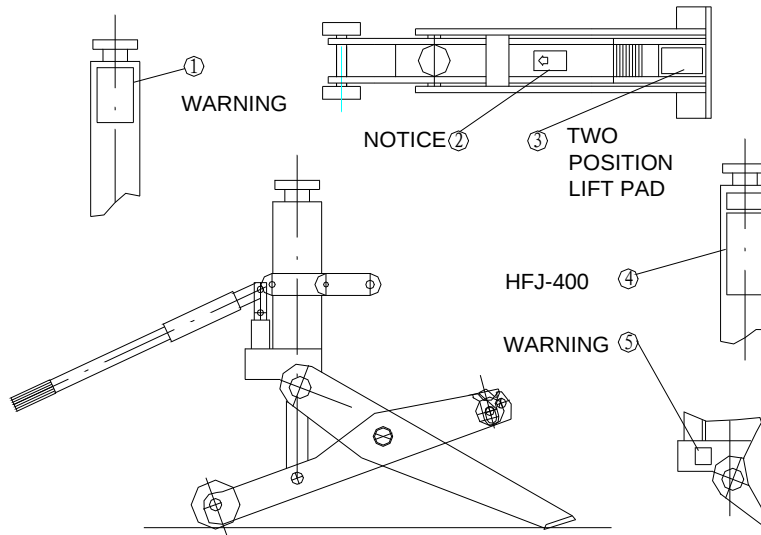
# PUMP PRIMING INSTRUCTIONS:

To prime the model **HFJ-400** actuator, in the event that it inadvertently becomes unprimed, proceed as follows:

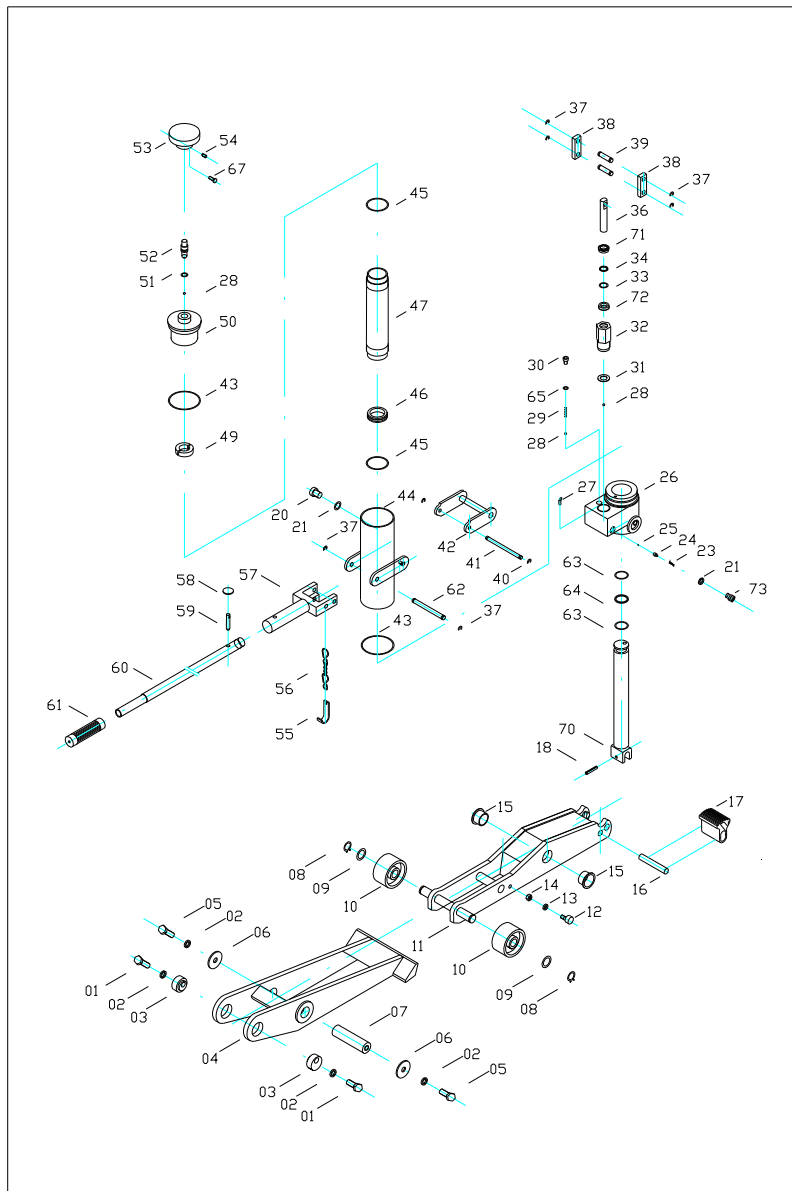
1. Open release valve (large red knob on top) approximately 2 full turns.
2. Stroke handle through 2 full turns, slowly.
3. Raise handle fully up, turnover jack on left side, as viewed from rear. Push handle "down".
4. Stand jack upright again, raise handle to up, lay over on left side and push handle "down" again.
5. Stand jack upright, stroke handle while closing release valve and jack should operate satisfactorily.

# HFJ-400A PLACARD PARTS LIST

| ITEM NO. | DESCRIPTION                                   | NO. REQ'D |
|----------|-----------------------------------------------|-----------|
| 1        | Warning Label (Use Stands to Support Vehicle) | 1         |
| 2        | Jack Position Plate                           | 1         |
| 3        | Lift Pad Instructions                         | 1         |
| 4        | Identification Placard, HFJ-400               | 1         |
| 5        | Warning Label (Do Not Adjust)                 | 1         |



| NO | DESCRIPTION    | QTY | NO | DESCRIPTION    | QTY |
|----|----------------|-----|----|----------------|-----|
| 01 | Screw          | 2   | 38 | Link Rod       | 2   |
| 02 | Lock Washer    | 4   | 39 | Pin            | 2   |
| 03 | Trunnion       | 2   | 40 | Retaining Ring | 2   |
| 04 | Frame 1        | 1   | 41 | Pin            | 1   |
| 05 | Screw          | 2   | 42 | Handle         | 1   |
| 06 | Washer         | 2   | 43 | O-Ring         | 2   |
| 07 | Axle           | 1   | 44 | Oil Tank       | 1   |
| 08 | Snap Ring      | 2   | 45 | O-Ring         | 2   |
| 09 | Washer         | 2   | 46 | Port Ring      | 1   |
| 10 | Wheel          | 2   | 47 | Cylinder       | 1   |
| 11 | Frame 2        | 1   | 49 | Piston         | 1   |
| 12 | Screw          | 2   | 50 | Valve Seat     | 1   |
| 13 | Lock Washer    | 2   | 51 | O-Ring         | 1   |
| 14 | Nut            | 2   | 52 | Release Rod    | 1   |
| 15 | Spacer         | 2   | 53 | Release Knob   | 1   |
| 16 | Pin            | 1   | 54 | Pin            | 1   |
| 17 | Saddle         | 1   | 55 | Chain Hook     | 1   |
| 18 | Pin            | 1   | 56 | Chain          | 1   |
| 20 | Screw          | 2   | 57 | Handle Base    | 1   |
| 21 | Seal Ring      | 2   | 58 | Ring           | 1   |
| 23 | Spring         | 1   | 59 | Pin            | 1   |
| 24 | Ball Seat      | 1   | 60 | Handle         | 1   |
| 25 | Ball           | 1   | 61 | Grip           | 1   |
| 26 | Valve Block    | 1   | 62 | Pin            | 1   |
| 27 | Magnet Steel   | 1   | 63 | O-Ring         | 2   |
| 28 | Ball           | 3   | 64 | Back-Up Ring   | 1   |
| 29 | Spring         | 1   | 65 | Seal Ring      | 1   |
| 30 | Screw          | 1   | 66 | Snap Ring      | 1   |
| 31 | Seal Ring      | 1   | 67 | Screw          | 1   |
| 32 | Pump           | 1   | 70 | Piston Rod     | 1   |
| 33 | O-Ring         | 1   | 71 | Wiper          | 1   |
| 34 | Back-Up Ring   | 1   | 72 | Y-Ring         | 1   |
| 36 | Plunger        | 1   | 73 | Screw          | 1   |
| 37 | Retaining Ring | 6   |    |                |     |



### VESION THREE