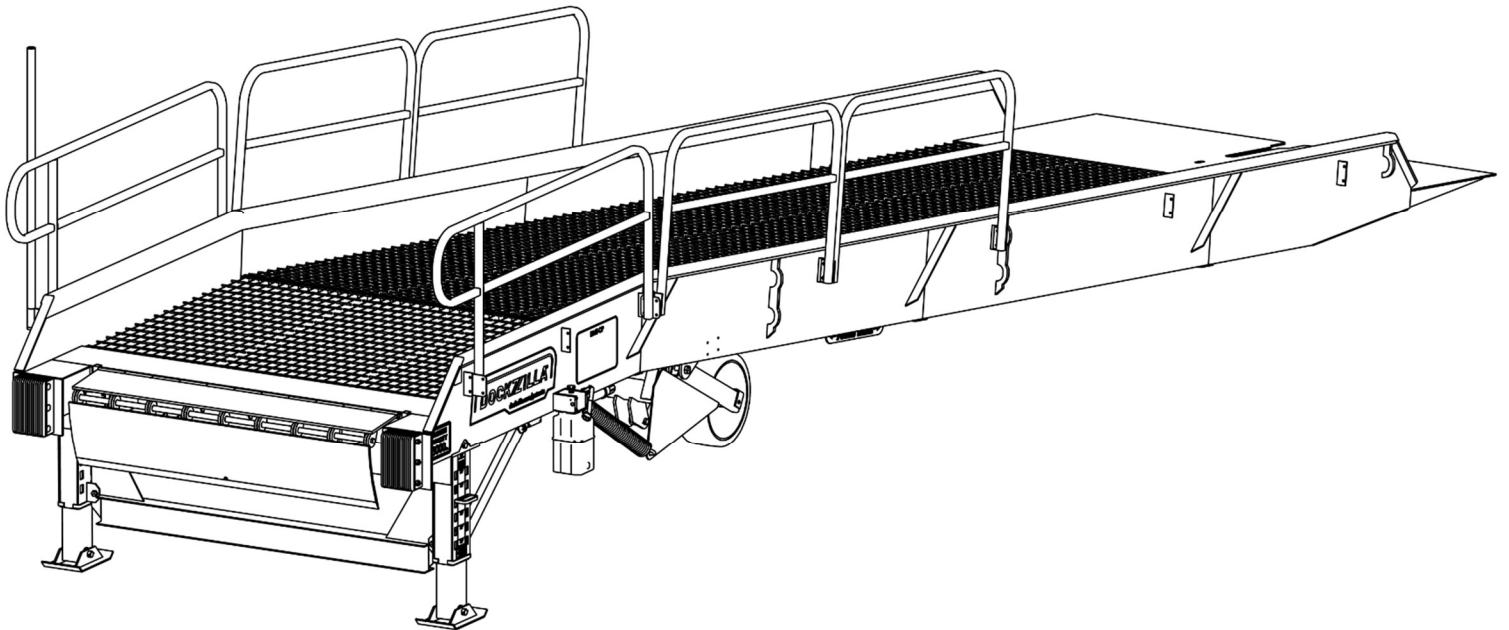




MOBILE LOADING DOCK OWNER'S MANUAL



This manual applies to Mobile Loading Docks manufactured beginning May 2021 with the serial numbers 21-8389001 and higher.

⚠ WARNING

Do not install, operate or service this product unless you have read and understand the Safety Practices, Warnings, Installation and Operating Instructions contained in this User's Manual. Failure to do so could result in death or serious injury.

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INTRODUCTION

The Mobile Loading Dock is designed to provide a safe work place for workers in shipping and receiving dock areas. The Mobile Loading Dock can be relocated easily using a forklift and supplied kingpin attachment. With its manually adjustable legs, the dock height can adapt to service most vehicles. When properly installed and operated it will provide safe and secure access between the ground and a vehicle.

WARRANTY

See Back of Owner’s Manual.

IMPORTANT

Read and understand the contents of this manual prior to installation or operation of this equipment.

CAPACITY

Model	Length	Width	Capacity	Ramp Weight
DME3809616H	38 ft.	96 in.	16,000 lbs. (7,250 kg)	9,800 lbs. (4445 kg)
DME3809622H	38 ft.	96 in.	22,000 lbs. (10,000 kg)	10,650 lbs. (4831 kg)
DME3809632H	38 ft.	96 in.	32,000 lbs. (14,500 kg)	13,000 lbs. (5897 kg)



WARNING

NEVER exceed rated capacity

OWNER RESPONSIBILITY

- The owner should recognize the inherent danger of the interface between dock and transport vehicle. The owner should, therefore, train and instruct operators in the safe use of dock equipment in accordance with the information provided below. The manufacturer shall provide to the initial purchaser, and make the following information readily available to the owner:
 - Installation instructions
 - Recommended initial and periodic inspections procedures.
 - Maintenance procedures
 - Operating instructions
 - Descriptions or specifications for replaceable or repairable parts
- It shall be the responsibility of the owner to verify that the material listed in this section has been received and that it is made available for the instruction and training of personnel entrusted with the use or maintenance of the dock equipment.
- When a transport vehicle is parked at a loading dock, it is important that the vehicle is parallel to the ramp and in close contact with at least one of the dock bumpers
- Nameplates, cautions, instructions, and posted warnings shall not be obscured from the view of operating or maintenance personnel for whom such warnings are intended.
- Manufacturer’s recommended periodic maintenance and inspection procedures in effect at date of shipment shall be followed, and written records of the performance of these procedures should be kept.
- Dock equipment that is structurally damaged shall be removed from service, inspected by a manufacturer’s authorized representative, and repaired as needed before being placed back in service.
- The manufacturer shall make available replacement nameplates, caution/instruction labels, and operating/maintenance manuals upon request of the owner. The owner shall see that all nameplates, caution/instruction markings or labels are in place and legible, and that the appropriate operating/maintenance manuals are provided to users.
- Modifications or alterations of dock equipment shall be made only with written permission of the original manufacturer. These changes shall also satisfy all safety recommendations of the original equipment manufacturer for the particular application of the dock equipment.
- When industrial trucks are driven on and off transport vehicles during the loading and unloading process, the brakes on the transport vehicle shall be applied and wheel chocks or a positive restraining device shall be engaged.

SAFETY WARNING DEFINITIONS

DANGER

DANGER statements indicate an imminently hazardous situation. Failure to follow the listed instructions will result in serious injury or death!

CAUTION

CAUTION statements indicate a potentially hazardous situation. Failure to follow the listed instructions may result in minor to moderate injury or property damage!

WARNING

WARNING statements indicate a potentially hazardous situation. Failure to follow the listed instructions may result in serious injury or death!

NOTICE

NOTICE statements are used to indicate procedures that must be followed to avoid equipment or property damage.

PRODUCT SAFETY WARNINGS

DANGER

ALWAYS communicate with the transport vehicle driver to ensure an understanding of the loading or unloading procedure.

CAUTION

Follow the maintenance schedule to ensure that there are no broken parts that might cause injury to workers or damage to the equipment.

WARNING

NEVER perform maintenance without barricading the work area to warn that work is being done.

NEVER exceed the rated load capacity.

If a malfunction occurs contact Dockzilla Co. or local representative and discontinue use of ramp until the issue has been resolved.

FEATURES

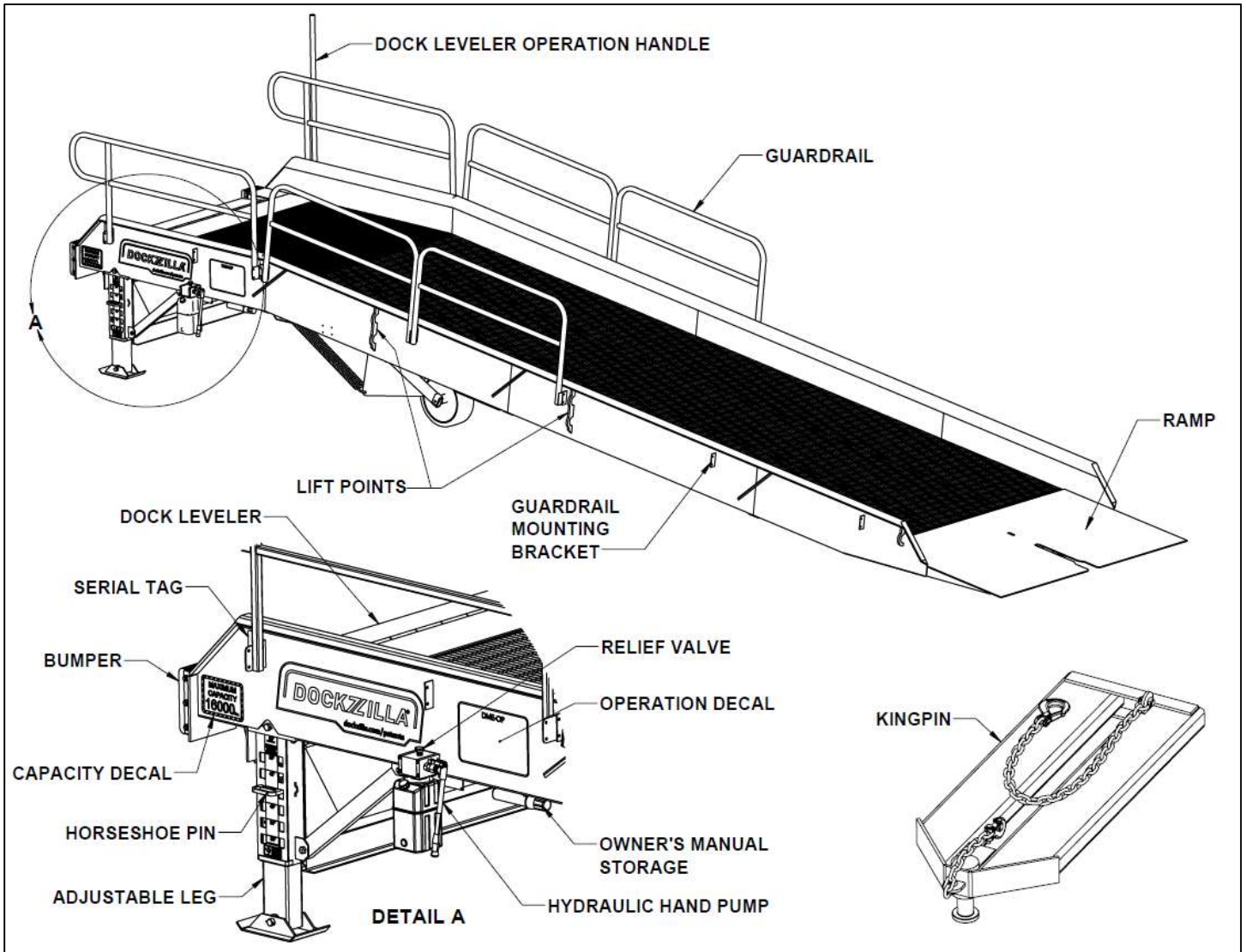


Figure 1. Mobile Loading Dock Features

SETUP

TOOLS REQUIRED

- Crane, Telescopic Handler, or two forklifts
- 7/16", 9/16" wrenches or wrench and socket

OFFLOADING PROCEDURE

Note: Read complete installation instructions before offloading the ramp.

1. If possible, drive and park truck/trailer near the final location of the ramp.
2. Inspect all equipment for any freight damage and verify all components have arrived.
3. Remove all chains and straps that are securing the loading dock to the trailer.
4. Remove pallets and any other items off of the loading dock.
5. Open relief valve (see Figure 5).
6. Lift the Mobile Loading Dock off of the trailer using one of the following methods:



Ensure the equipment used to remove the ramp has a rated lifting capacity greater than the weight of the loading dock (see below for ramp weights). NEVER exceed the rated capacity of lifting equipment. NEVER lift loading dock with any objects sitting on the ramp or platform.

Model	Length	Width	Capacity	Ramp Weight
DME3809616H	38 ft.	96 in.	16,000 lbs. (7,250 kg)	9,800 lbs. (4445 kg)
DME3809622H	38 ft.	96 in.	22,000 lbs. (10,000 kg)	10,650 lbs. (4831 kg)
DME3809632H	38 ft.	96 in.	32,000 lbs. (14,500 kg)	13,000 lbs. (5897 kg)

- CRANE (PREFERRED):** Attach chains on the four lift points located on the sides of the loading dock (Figure 2a). Slowly lift the loading dock from the trailer, move it to the desired location, and carefully place it on the ground.

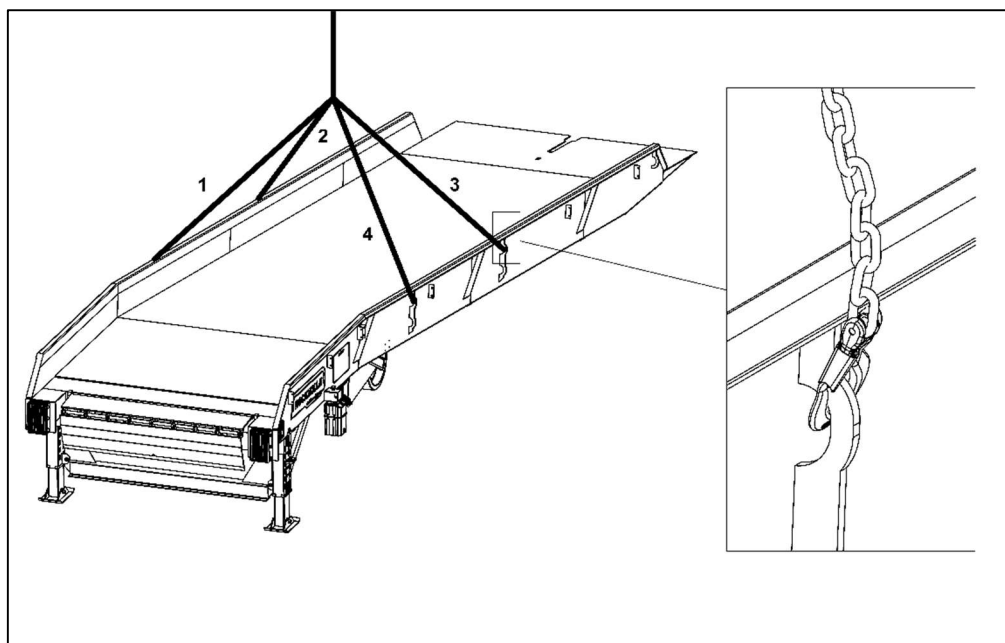


Figure 2a. Offloading with a Crane

- b. **TELESCOPIC HANDLER:** Fully insert forks on either side of “FORKS HERE” tab so that the full width of the ramp is fully supported, **10’ forks required**. Slowly lift ramp and verify that the load is stable. Carefully move ramp to desired location and place it on the ground.

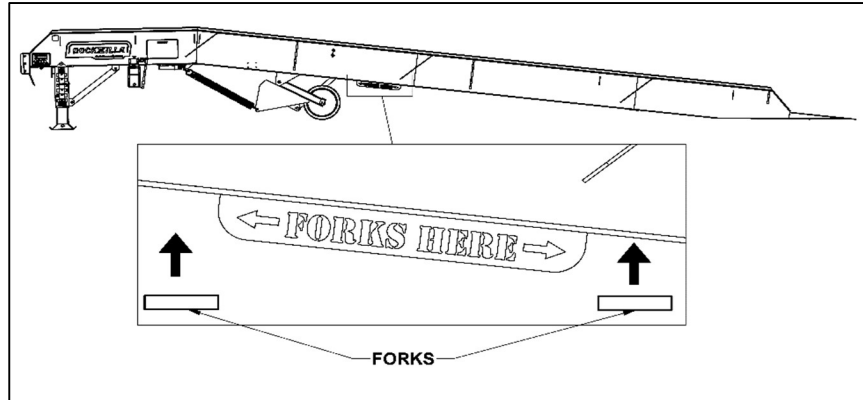


Figure 2b. Offloading with a Telehandler

WARNING Forks **MUST** be 10’ long. Properly rated fork extensions are acceptable.

- a. **TWO FORKLIFTS:** Position a forklift on both sides of the loading dock as shown in Figure 2c. Fully insert forks on either side of the “FORKS HERE” tab so that both sides of the ramp are supported by a forklift. Simultaneously lift the ramp just high enough to verify the stability of the load. Lift the loading dock further to allow adequate clearance from the trailer, then drive the trailer forward until there is enough space to lower the ramp to the ground. To move the loading dock into its final position after it has been removed from the trailer, see “Moving the Loading Dock”.

WARNING **DO NOT** attempt to move forklifts in any direction while unloading with the two-forklift method. Only raise and lower forks in unison while handling the ramp in this manner.

There MUST be clear communication between the forklift operators and the transport vehicle driver at all times.

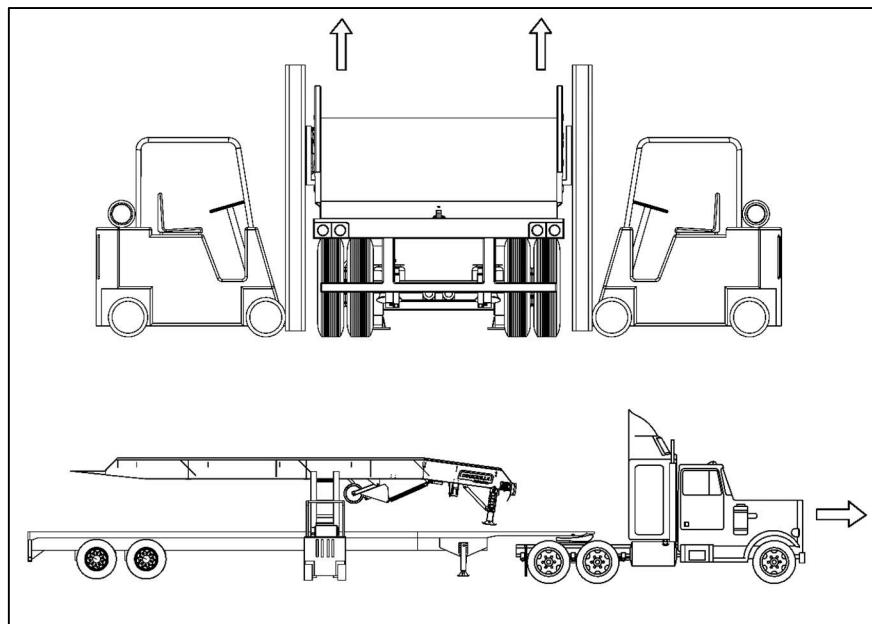


Figure 2c. Offloading with two forklifts

ASSEMBLY

1. Install handrails and the dock leveler handle holder using the provided 3/8" hardware (Figures 3a and 3b).
2. Remove the hand pump from the shipping bracket and mount it to the four holes in girder directly above the pump. Discard shipping bracket.

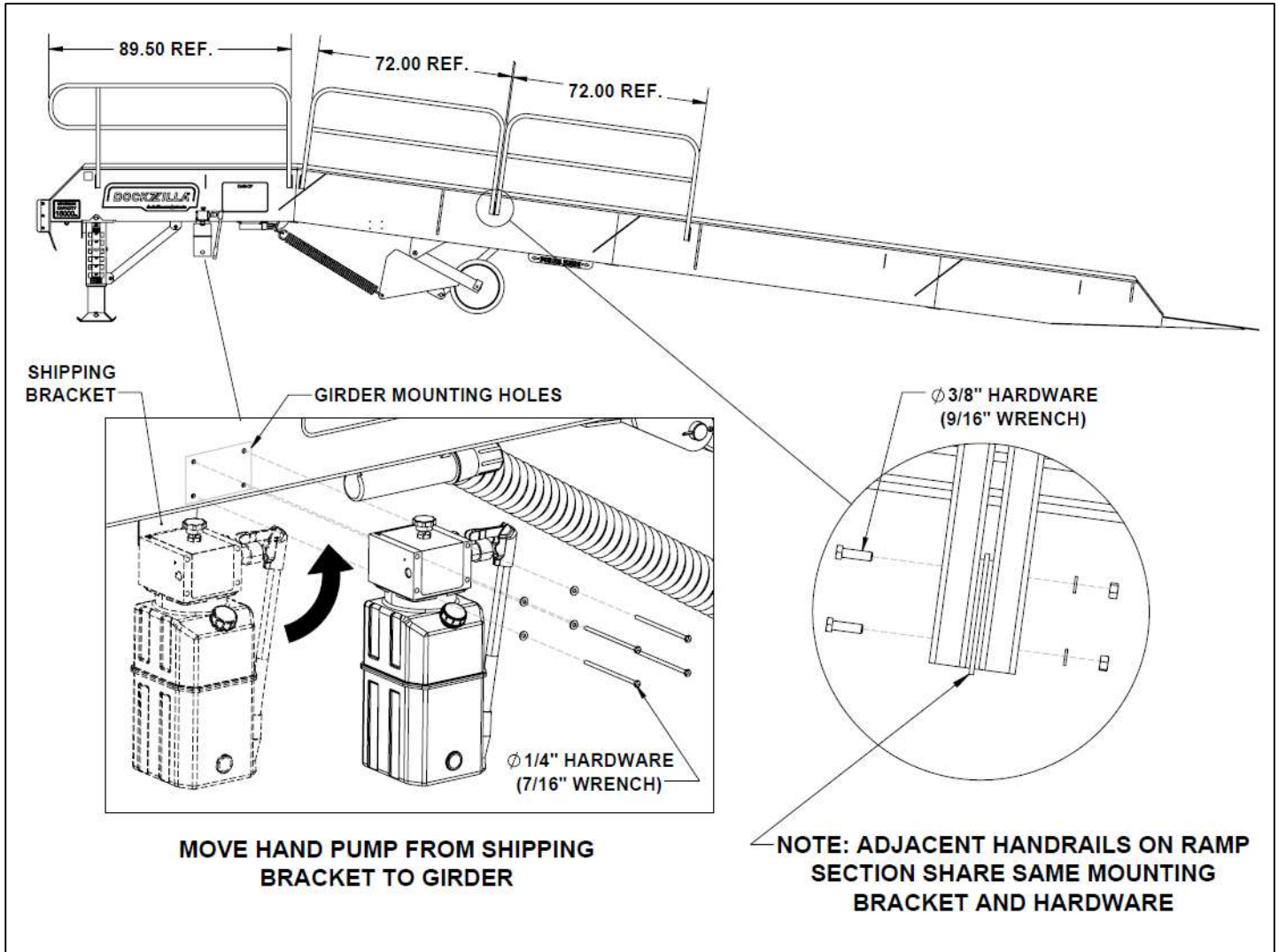


Figure 3a. Hand Pump and Handrail Installation

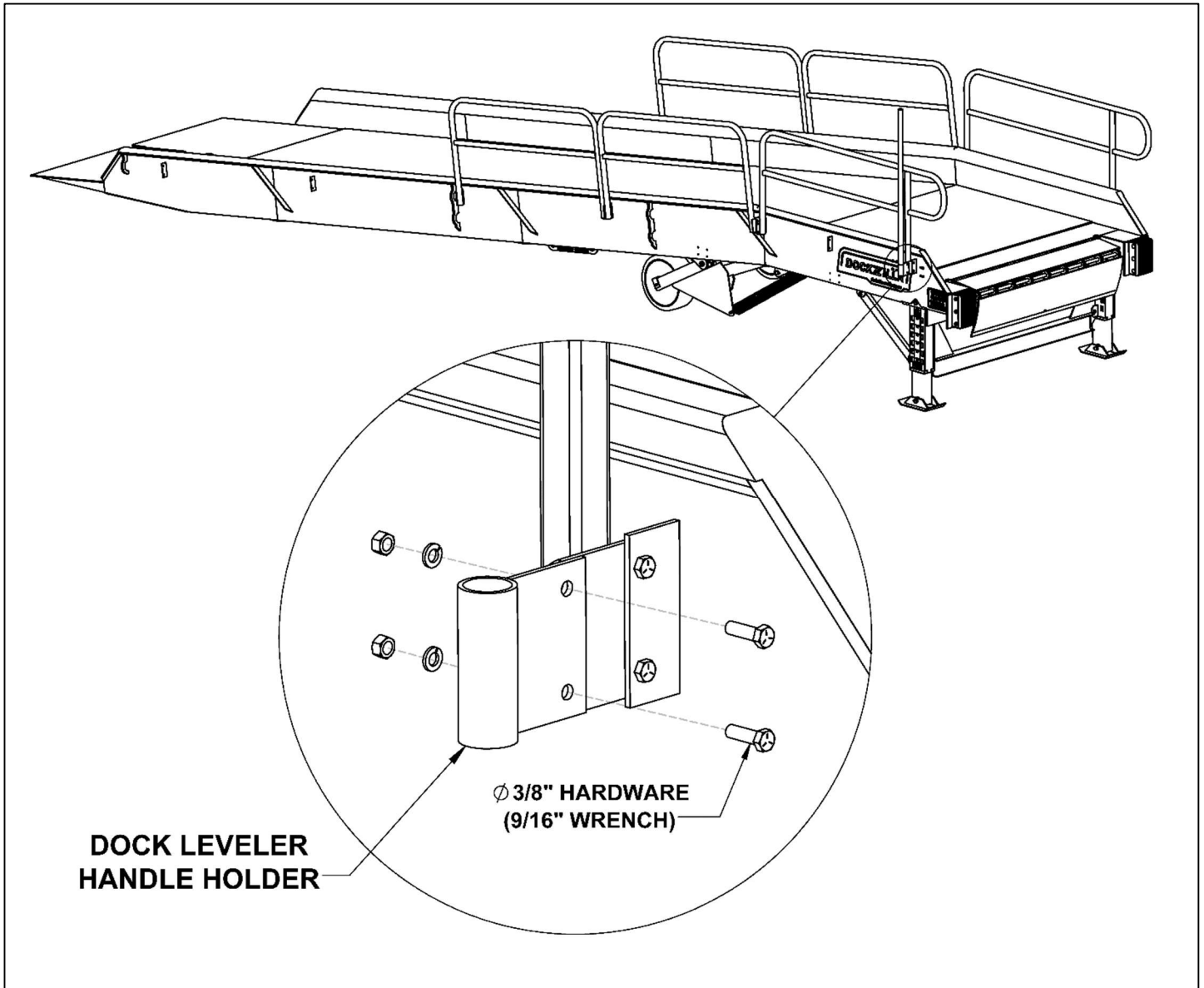


Figure 3b. Dock Leveler Handle Holder Installation

OPERATION INSTRUCTION

MOVING THE LOADING DOCK

1. Close the pump relief valve by turning knob clockwise (see Figure 5)
2. Attach kingpin to forklift. Be sure to attach tow chain to forklift mast (Figure 4a).
3. Drive the forklift to the ramp and fully insert kingpin into the slot. Insert safety hook into the small slot (Figure 4b).
4. Raise the ramp until the wheels are lifted off the ground. Wait 5-10 seconds for the wheels to deploy (Figure 4c).
5. Lower the ramp onto the wheels. Continue lowering until the adjustable legs are lifted off the ground (Figure 4d).
 - a. Ensure adjustable legs have enough ground clearance. Adjust legs if needed (see Figure 6).
 - b. Leave about 1' of space between the ramp and the ground.



Adjustable legs must be retracted to avoid damage while moving the loading dock.

6. Move the ramp to desired location and lower the ramp until it is resting on the ground.
7. Once in position, adjust the legs to the desired height by stepping on the foot pad of the leg to pull it down, and insert the horseshoe pin to set the height (see Figure 6). Ensure legs are set to the same height on both sides.



DO NOT cross under the trailer or ramp.

8. Visually inspect that the pins have been inserted completely (see Figure 8).
9. Slowly open the pump relief valve by turning the knob counter-clockwise to lower the legs onto the ground. Fully open the valve and leave it open until the loading dock needs to be relocated.



VERIFY that the area is clear of people before lowering the ramp.



The relief valve MUST be left open while loading/unloading. Failure to do so may result in damage to the ramp.

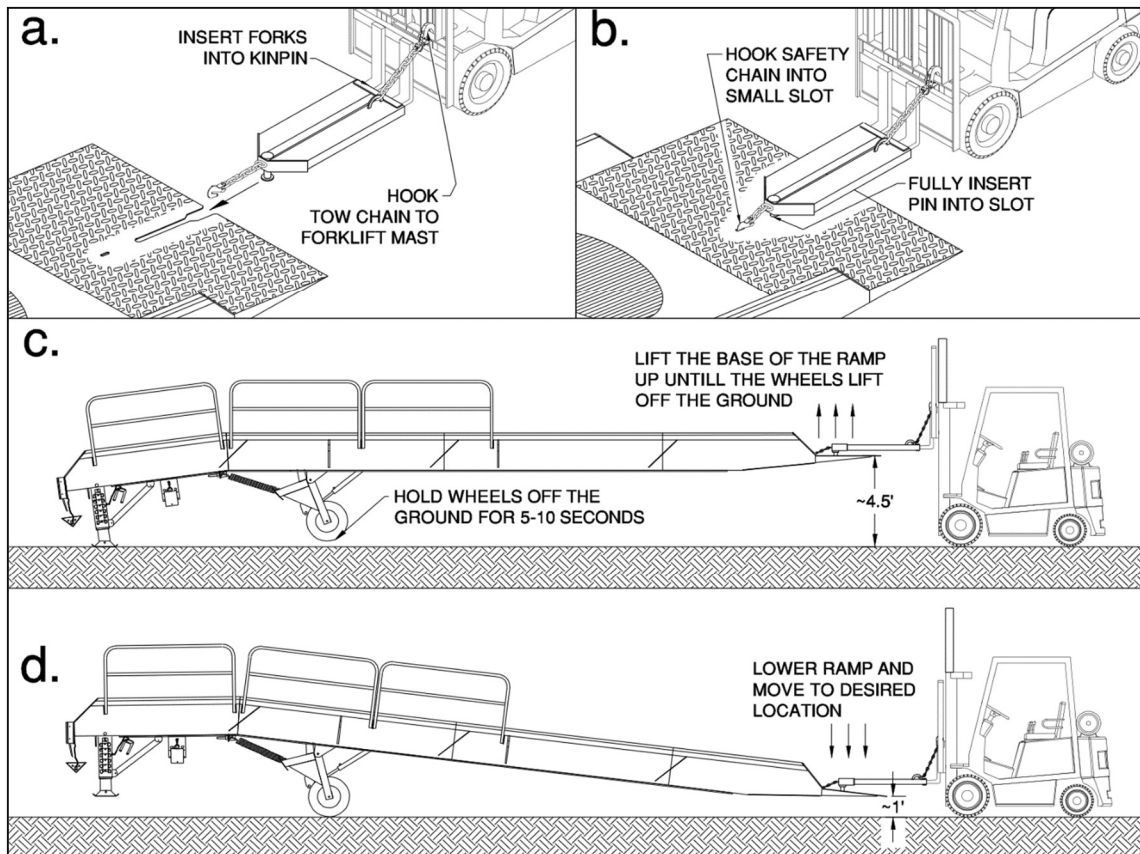


Figure 4. Moving the ramp

ADJUSTING THE HEIGHT

1. Close the pump relief valve by turning knob clockwise (see Figure 5).
2. Pump the handle until the ramp is a few inches above the desired height (Figure 6).
3. Adjust the legs:
 - a. Step on the side of the foot pad to pull the leg down to the desired height and fully insert the horseshoe pin. Slowly lift foot until the inner leg is in contact with the pin. Repeat process for opposite leg.

NOTICE *The legs on both sides of the ramp MUST be at the same height.*

- b. If a 36" dock height is desired the horseshoe pins must be left out (Figure 7).

WARNING *DO NOT cross under the trailer or ramp.*

4. Visually inspect pins to verify that they are inserted completely (Figure 8).
5. Slowly open the pump relief valve by turning the knob counter-clockwise to lower the legs onto the ground. Fully open the valve and leave it open until the loading dock needs to be relocated.

NOTICE *The relief valve MUST be left open until loading or unloading is complete.*

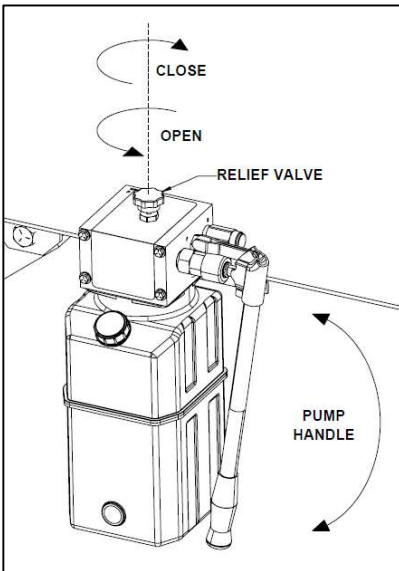


Figure 5. Pump Detail

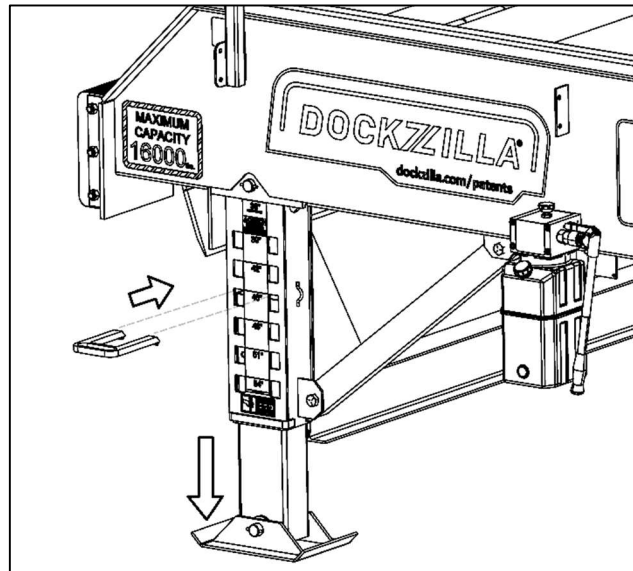


Figure 6. Adjusting Ramp Height

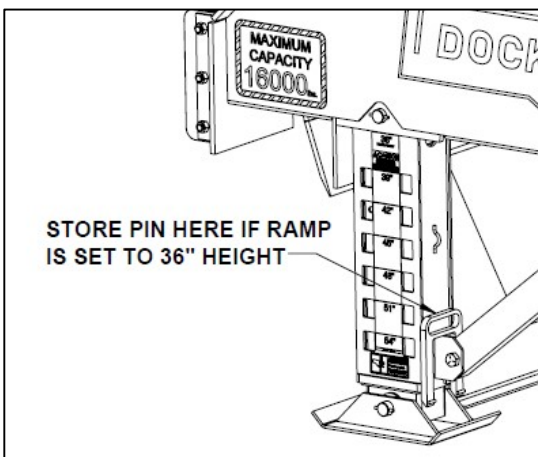


Figure 7. Storing the Pin

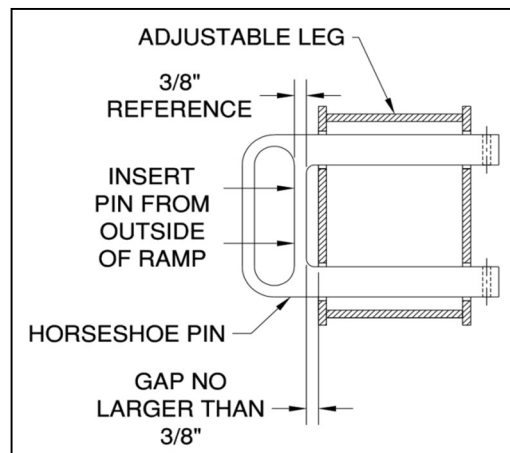


Figure 8. Proper Pin Insertion (Top View)

LOADING AND UNLOADING

1. Verbally communicate with transport vehicle driver to ensure an understanding for the loading and unloading procedure.

CAUTION Before use, the loading dock must be cleared of any debris or snow and ice buildup.

2. On trailers without rollup doors, the doors will need to be opened before backing up to the loading dock.
3. Instruct driver to back against the bumpers as parallel as possible to the ramp. Set the brakes once in position.
4. Verify the alignment of the truck/trailer with the loading dock. The truck/trailer should be relatively parallel with the ramp and in contact with at least one of the bumpers.
5. Place the wheel chocks in front of one tire on each side of the truck/trailer. Verify that the wheel chocks are engaged and secure.
6. Deploy the Dock Leveler (see “Dock Leveler Operation”).

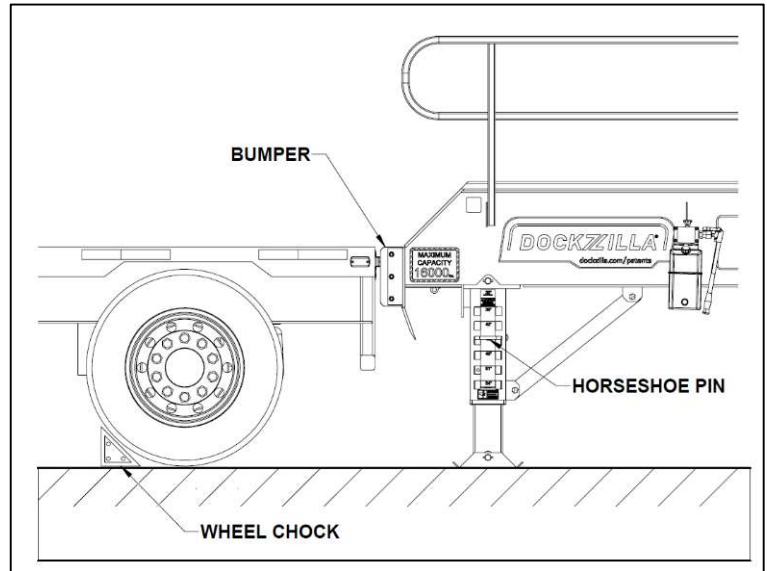


Figure 9. Positioning Truck for Loading/ Unloading

WARNING DO NOT operate the leveler until the vehicle is parked against the dock bumpers and the vehicle has been secured.

7. Load and/or unload the truck.

WARNING NEVER enter a trailer until its brakes are set, and you have visually inspected the trailer to ensure it is securely held in place by a vehicle restraint or wheel chocks per OSHA regulations.

8. When loading and/or unloading is complete, stow the Dock Leveler (see “Dock Leveler Operation”).
9. Remove wheel chocks from both sides of the truck/trailer.
10. Verify that the loading dock is clear of personnel.
11. Notify the transport vehicle driver that it is safe to leave the loading dock area.

CAUTION NEVER release the vehicle restraint or remove the wheel chocks until loading/unloading is finished, doors are closed (if applicable), leveler is stowed, and area is clear of personnel.

DOCK LEVELER OPERATION

Deploying the Dock Leveler (see Leveler manual for detailed operations)

1. Locate the leveler operation handle and insert it into the cup located on the right side of the ramp.



WARNING

ALWAYS keep both hands firmly on the hand lever while raising or lowering the leveler.

NEVER attempt to operate the leveler with hands or feet. The leveler handle must be used.

NEVER operate leveler without truck or trailer against bumper.

2. Pull back on the handle until the leveler is fully raised (Figure 10b).
3. Allow the dock leveler to lower by slowly pressing the leveler handle forward. Lip will extend automatically as it is lowered onto the vehicle bed (Figure 10c).
4. Once the dock leveler is resting securely on the vehicle bed, remove the handle and return it to its storage location.

Stowing the Dock Leveler (see Leveler manual for detailed operations)

1. Locate the leveler operation handle and insert it into the cup located on the right side of the ramp.
2. Pull back on handle until the lip clears the vehicle bed.
3. In a controlled manner, slowly lower the leveler into its stored position.
4. Return handle to its storage location.

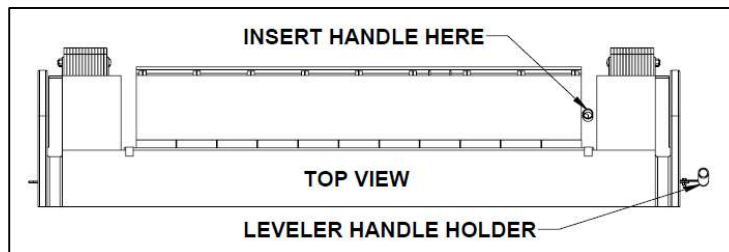


Figure 10a. Leveler Handle Locations

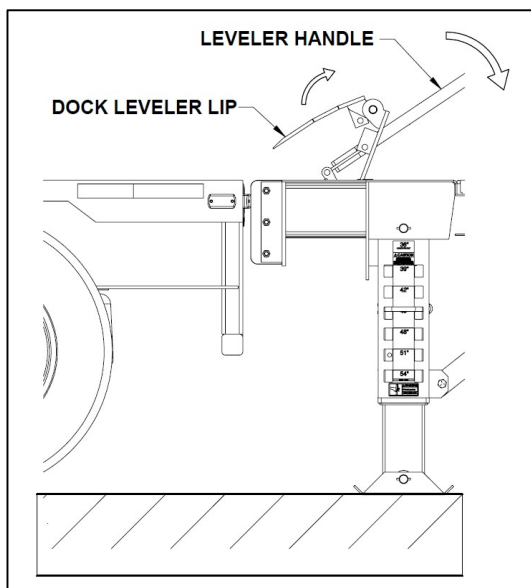


Figure 10b. Raising Dock Leveler

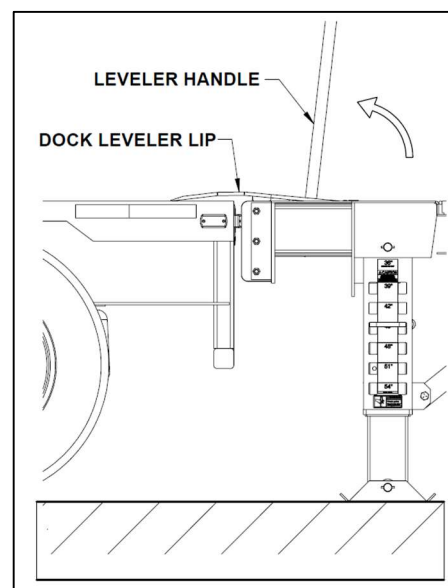


Figure 10c. Lowering Leveler onto truck/trailer

MAINTENANCE

WARNING

Post safety warnings and barricade work area, at dock level and at ground level, to prevent unauthorized use of the dock position.

NOTICE

Maintenance may be required more frequently at loading docks exposed to harsh environments (extreme climates, corrosive chemicals, frequency of usage exceeding 8 vehicles per day, etc.). Consult Dockzilla Co. if these conditions exist for accelerated maintenance requirements.

DO NOT USE SALT. If necessary, use a non-corrosive ice melt product. Recommended Ice melt Product: **Ossian Select® Liquid De-Icer.**

DAILY

1. Remove any debris on or around the ramp.

QUARTERLY

1. Check hydraulic fluid level. See Figure 11. Use JAX Enviro-Guard ISO 15 hydraulic fluid.
2. Oil pump mechanism using light machine oil.
3. Inspect bumpers. Worn, loose or missing bumpers must be replaced.
4. Visually inspect all pins and moving parts for excessive wear. Replace parts as needed.
5. Visually inspect loading dock for structural damage, cracked welds, bent structural members, etc. If an issue is discovered, discontinue use of loading dock until the issue is repaired.
6. Reference Dock Leveler Manual for maintenance procedures.

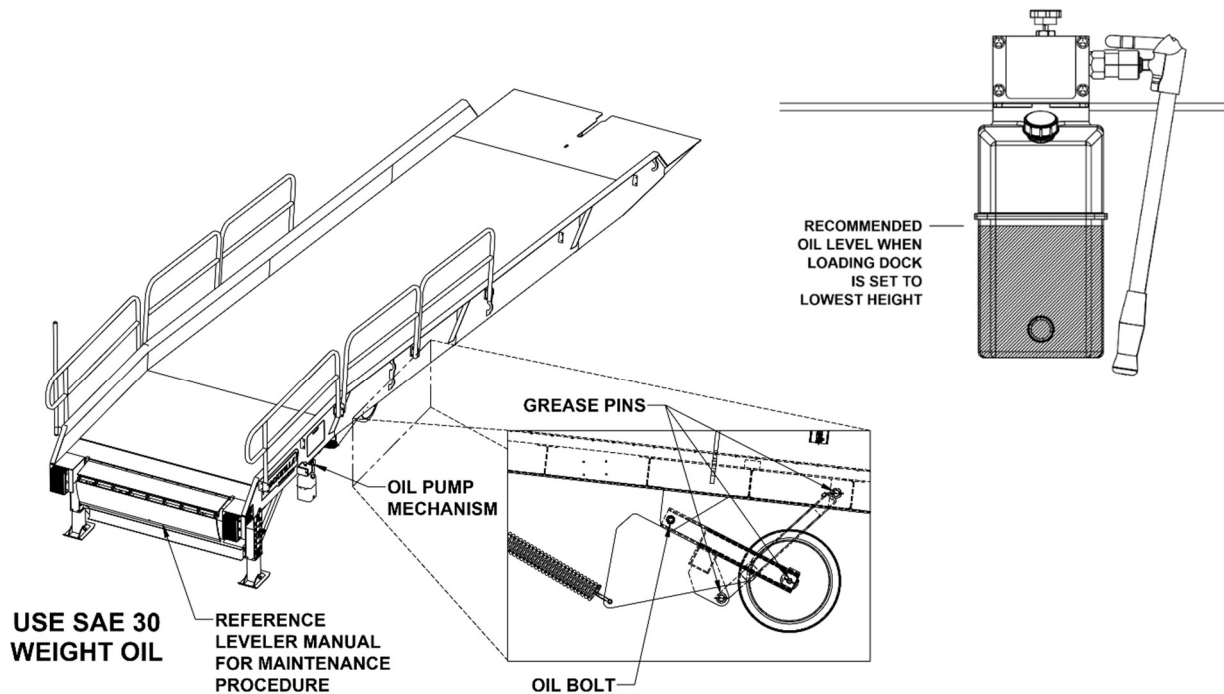


Figure 11. Maintenance Procedures

TROUBLESHOOTING

Symptom	Probable Causes	Remedy
Ramp surface uneven	Adjustable legs set to different heights	Set adjustable legs to same height
Ramp surface slippery/not providing enough traction	Grating worn out or smooth	Note: Grating is a wear-item that can be replaced by a qualified technician Contact Dockzilla for replacement
Wheels do not extend while attempting to move the loading dock	<ul style="list-style-type: none"> a. Obstruction preventing movement b. Broken spring 	<ul style="list-style-type: none"> a. Remove Obstruction b. Replace Spring
Wheels do not remain extended while attempting to move the loading dock	<ul style="list-style-type: none"> a. Pump relief valve open b. Hydraulic fluid low c. Valve Block Malfunction 	<ul style="list-style-type: none"> a. Close relief valve b. Fill reservoir c. Contact Dockzilla
Adjustable leg does not extend	<ul style="list-style-type: none"> a. Obstruction preventing movement b. Bent or broken parts 	<ul style="list-style-type: none"> a. Remove obstruction b. Repair or replace parts
Adjustable leg does not retract	<ul style="list-style-type: none"> a. Obstruction preventing movement b. Broken leg spring c. Bent or broken parts 	<ul style="list-style-type: none"> a. Remove obstruction b. Replace spring c. Repair or replace parts
Hand pump does not extend wheels	<ul style="list-style-type: none"> a. Pump relief valve open b. Hydraulic fluid low c. Valve Block Malfunction 	<ul style="list-style-type: none"> a. Close relief valve b. Fill reservoir c. Contact Dockzilla
Dock leveler malfunctioning	Various	See Leveler Owner's Manual

REPLACEMENT PARTS

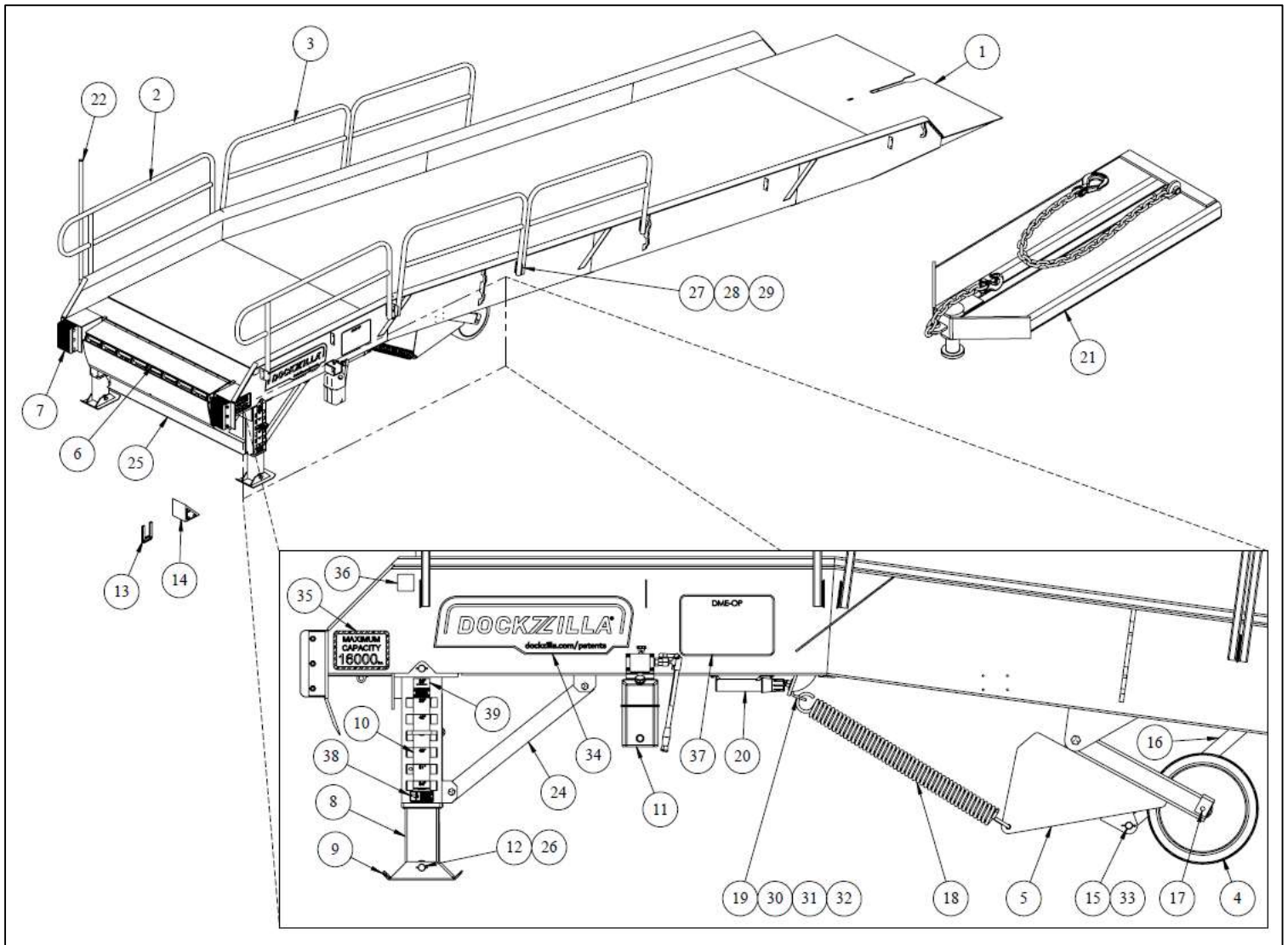


Figure 12. Replacement Parts

ITEM	DESCRIPTION	QTY	PART NUMBER
1	Ramp	1	Contact Dockzilla
2	Handrail with extension 89.50L	2	DZ1370-72
3	Handrail 72.00L	4	HRR38.5T72L14SC
4	Wheel	2	LE 5470
5	Wheel Mount	1	DZ1211
6	Edge of Dock Leveler (EOD)	1	Contact Dockzilla
7	Bumper	2	B4512-11-P21
8	Inner Leg Weldment	2	DZ1208
9	Footpad Weldment	2	DZ1205
10	Leg Spring	2	DZ1215
11	Hydraulic Hand Pump	1	LE 5401
11.1	Hand Pump Decal	1	LE 5422
12	Adjustable Leg Pins	4	DZ1237
13	Horseshoe Pin	2	DZ1210
14	Wheel Chock	2	LE 5049
15	Hydraulic Cylinder Pin	4	CP20A
16	Hydraulic Cylinder	2	LE 5420
17	Wheel Axle	2	DZ1280
18	Extension Spring	2	LE 5286
19	Spring Pull Bar	2	DZ1282
20	Owner's Manual Storage Container	1	CAN-22
20.1	Owner's Manual	1	DME-OWN
21	Kingpin	1	DZ1209
21.1	Front Chain 3/8" Grade 43 x 12.00"	1	
21.2	Back Chain 3/8" Grade 43 x 48.00"	1	
21.3	Clevis Hook with latch	1	33795T35
21.4	Grab hook	1	
21.5	Shackle 7/16"	1	05069983
22	EOD Handle	1	LE 5481
23	EOD Handle Holder Weldment	1	DZ1352
24	Leg Brace	2	DZ1353
25	Front Brace	1	DZ1193
26	Slotted Spring Pin	8	
27	0.38-16 x 1.25" Grade 5 Bolt	22	
28	0.38 Washer, Split Lock	22	
29	0.38-16 Nut	22	
30	0.75-10 x 3.00" Grade 5 Bolt	2	
31	0.75 Washer	2	
32	0.75 Nut	2	
33	0.19 Cotter Pin	10	
34	Dockzilla Patent Decal	2	LE 3974
35	Capacity Decal	2	LE 5499-XX
36	Serial Tag	2	LE 1234
37	Operation Decal	1	DME-OP
38	Pinch Point Decal	2	LE 5277
39	Leg Height Decal	2	LE 5140

HYDRAULICS

WHEEL HYDRAULICS

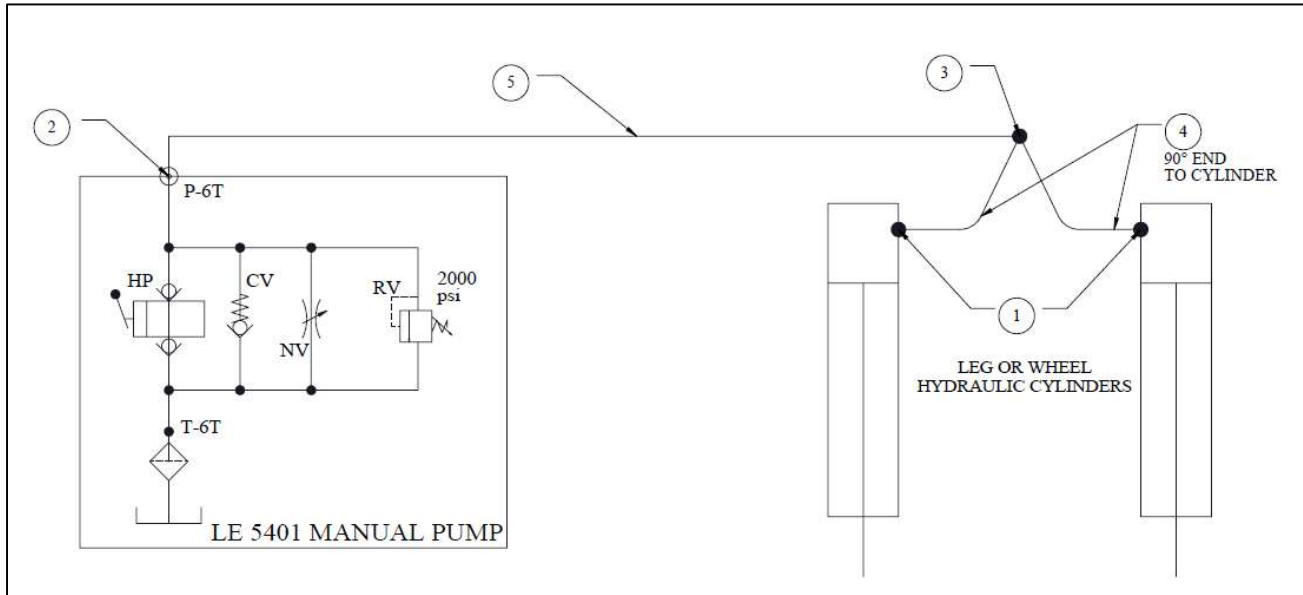


Figure 13. Hydraulic Pump Schematic

Item	Part Number	Description	Quantity
1	6400-L-06-06	FITTING, STRAIGHT ADAPTER #6SAE MALE-#6 JIC MALE (LONG)	2
2	6801-06-06	FITTING, 90° ADAPTER, #6 SAE ORB MALE #6 JIC MALE	1
3	2603-06-06-06	FITTING, TEE #6JIC MALE - #6JIC MALE - #6 JIC MALE	1
4		HOSE, #6JIC ST FEMALE - #6 HOSE -#6JIC 90° FEMALE X 48" LONG	2
5		HOSE, #6JIC ST FEMALE - #6 HOSE -#6JIC ST FEMALE X 105" LONG	1

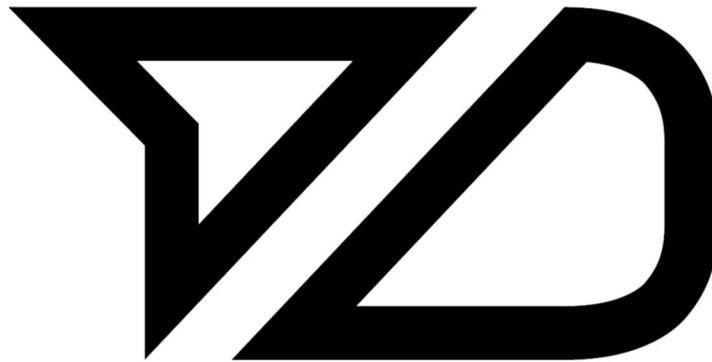
NOTES

STANDARD WARRANTY

Dockzilla Co. warrants that its products will be free from defects in design, materials, and workmanship for a period of 365 days from the date of shipment. All claims for breach of this warranty must be made within 30 days after defect is or can, with reasonable care, be detected and in no event no more than 30 days after the warranty has expired. In order to be entitled to the benefits of this warranty, the products must have been properly installed, maintained, and operated within their rated capacities and/or specified design parameters, and not otherwise abused. Periodic lubrication and adjustment is the sole responsibility of the owner. This warranty is Dockzilla Co. exclusive warranty. DOCKZILLA CO. EXPRESSLY DISCLAIMS ALL IMPLIED WARRANTIES, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS. Non-standard warranties, if any, must be specified to Dockzilla Co. in writing.

LIMITATION OF LIABILITY

DOCKZILLA CO. SHALL NOT IN ANY EVENT BE LIABLE FOR ANY LOSS OF USE OF ANY EQUIPMENT OR INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND, WHETHER FOR BREACH OF WARRANTY, NEGLIGENCE, OR STRICT LIABILITY.



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