



FREE STUDY GUIDE

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For use alongside supervised training

VNA Man-Up

Safe aisle work with a rising operator compartment.



Little Cody artwork: illustrative, not a model-specific control guide.

Theory knowledge. Practical preparation.

Pre-use checks, safe operation and revision with Little Cody.

STUDY & PRACTICE

How to use this guide

Scope. Very narrow aisle trucks whose operator compartment rises. Guidance, turret/traverse controls, protection and rescue arrangements must match the actual model. This is not order-picker or man-down conversion training.

Read alongside training. This original learner booklet supports supervised instruction. It does not replace the operator manual, workplace risk assessment, familiarisation or employer authorisation. Stop and ask if instructions conflict or anything is unclear.

Find your topic.

3 Training and responsibilities

4 Know your machine

5-6 Pre-use and functional checks

7-10 Limits, stability, people and travel

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LITTLE CODY'S REMINDER

These are study notes, not permission to operate independently.



STUDY & PRACTICE

Training comes first

Learn the right category. Training on one machine type is not automatic competence on another. Learn the controls, protection and limits of the exact model before work.

Apply it at your workplace. Supervised practice, task-specific instruction and familiarisation must cover the routes, loads or work, and local hazards. Your employer decides when you are competent and authorised for the work.

Be ready to operate. Report anything affecting safe performance, including fatigue, illness or impairing medication. Use required PPE. Never carry an unauthorised passenger or defeat a safety device.

Keep competence current. Ask for further instruction when equipment, work or risks change, or if you feel uncertain. Report incidents and near misses.

LITTLE CODY'S REMINDER

A certificate is evidence of training, not a shortcut around familiarisation.



STUDY & PRACTICE

Know your machine

Yellow = operator compartment (schematic)



MAN-UP



MAN-DOWN

Identify these on your training machine:

1. Rising operator compartment
2. Entrance gates and interlocks
3. Main lift mast and chains
4. Auxiliary lift, where fitted
5. Turret, traverse carriage and forks
6. Rail rollers or wire guidance sensors
7. Drive and load wheels
8. Operator-presence and travel controls
9. Alarm, communication and emergency controls
10. Capacity plate: rated load weight, load centre and lift height
11. Approved rescue equipment, where specified

STUDY & PRACTICE

Pre-use: look first

Before each shift/use. Follow the model and site checklist. Check the machine identity, instruction book, plate/labels and any required inspection status. A daily check does not replace maintenance or thorough examination.

Check the compartment, gates, latches, guards, interlock components and access points. Inspect mast, chains, fork carriage, turret/traverse assemblies, wheels and guidance components from safe positions. Check battery restraint, warning labels and the specified emergency equipment; do not climb into the mast to inspect it.

Record and report. Do not assume the previous operator reported damage. If a defect could affect safety, do not operate. Follow isolation and reporting arrangements.

LITTLE CODY'S REMINDER

Tag unsafe equipment: V.O.R. - Vehicle Off Road / Do Not Use. Follow the site isolation procedure.



STUDY & PRACTICE

Pre-use: test safely

Follow the model checklist for gates/interlocks, presence controls, travel, automatic braking, steering, lift and turret functions. Test emergency controls only through the approved safe test method. Confirm communication and required guidance indications. Never defeat an interlock or deliberately strand someone at height.

Keep the test controlled. Use an authorised clear area, low-risk conditions and competent supervision during training. Never bypass a protection device to see what happens.

Before moving off. Select the intended function/direction and make fresh observations. Use the enable/travel controls and any brake release only through the model-specific sequence taught by your instructor.

LITTLE CODY'S REMINDER

Select the correct function, observe, then use the taught enable/travel sequence. Automatic protection does not replace observation.



STUDY & PRACTICE

Know the operating limits

Confirm permitted loads, load centres and lift heights on the actual plate. Include any attachment limitations. Secure loose items in the operator compartment and respect its own occupancy/load limits. The fact that the truck can lift to a rack position does not mean that every pallet can be handled there.

WEIGHT

Know the load

POSITION

Load centre /
distribution

LIMITS

Height / attachment /
rating

Read the actual machine plate. No universal capacity.

LITTLE CODY'S REMINDER

If a rating, weight or limit is unknown, stop and check before proceeding.



STUDY & PRACTICE

Stability and surfaces

VNA work depends on suitable floors, correct guidance and the permitted operating configuration. Some machines allow controlled travel with the cab elevated or combined travel/lift in designated modes. Use only the movements specifically permitted by the model and site; never assume a feature works in every mode.

Look at the route. Damaged floors, wet surfaces, debris, thresholds and unsuitable slopes can change control and support. Report problems and use an approved alternative.

Respect changes. A new attachment, load, platform configuration or route may need a different assessment and additional instruction. Never improvise counterweights or override limits.

LITTLE CODY'S REMINDER

Smooth controls cannot make unsuitable ground or an unsafe configuration safe.



STUDY & PRACTICE

People and observation

Keep people separate. Follow barriers, marked routes and site access rules. A horn, warning light or sensor does not give right of way.

Look before every movement. Check the direction of travel, side/rear swing and the movement path. Stop if the view or clearance is inadequate. Use a trained banksman only under the agreed safe system.

LOOK

All around

PLAN

Clear route

MOVE

Observe continuously

Stop whenever the view or clearance is inadequate.

LITTLE CODY'S REMINDER

If agreed communication or sight of a required banksman is lost, stop immediately.



STUDY & PRACTICE

Travel under control

Check the aisle is clear and access is authorised. Align correctly, enter at the prescribed speed and confirm guidance engagement before proceeding. Use smooth travel inputs; automatic braking does not remove your responsibility for stopping distance. Keep limbs and loose items inside the protected compartment.

Adjust to conditions. Follow site speed rules and slow enough for visibility, load, surface and stopping distance. Approach doors, junctions and blind corners cautiously. Sound several short, sharp bursts of the horn to warn others. Be prepared to stop - using the horn does not give you right of way.

New direction, new observation. Do not rely on an earlier check. Stop before a change that the machine instructions require to be made stationary. Never operate controls while distracted.

LITTLE CODY'S REMINDER

Look in the direction you are moving; stop if you cannot see a safe route.



STUDY & PRACTICE

Guidance and aisle entry

Know the system. Rail and wire guidance behave differently. Learn the engagement indicators, transition zones, speed controls and aisle-end procedure on this truck.

Check access. Follow the site aisle-control system and confirm that nobody is in the working aisle. Guidance alone does not detect or protect every pedestrian.

Respond to warnings. Stop safely if guidance is lost or the indication is uncertain. Follow the recovery procedure; do not bypass the system or steer against guide rails.

RACK

No pedestrian
access

TRUCK**RACK**

Check
projections

Confirm clear aisle + guidance engagement

LITTLE CODY'S REMINDER

A guided truck still needs a clear, controlled aisle.



STUDY & PRACTICE

Raise the compartment

Protect the operator. Close gates and use the protection specified for this model and task. An interlock is not permission to ignore the gate check.

Check the envelope. Watch above, beside and below the rising compartment, including beams, sprinklers and projecting loads. Keep your body inside.

Use the permitted mode. Elevate and travel only as allowed by the actual instructions and site system. Do not stand on objects or lean into racking to gain reach.

Yellow = operator compartment (schematic)



MAN-UP



MAN-DOWN

LITTLE CODY'S REMINDER

The cab rises with you: check its entire path.



STUDY & PRACTICE

Turret and traverse

Understand each function. Rotation changes the fork assembly's direction; traverse moves it sideways. The main lifting mast and the rotating assembly are not interchangeable terms.

Check the full sweep. Allow room for forks, carriage, load and every moving part. Use smooth inputs and stop if clearance is uncertain.

Handle the pallet. Align level forks with the openings, engage adequately and clear the supports before withdrawing. Set down on the intended supports and confirm stability before releasing.

TRUCK
Main mast

CARRIAGE
Fork assembly



TRAVERSE: sideways | ROTATE: change direction

LITTLE CODY'S REMINDER

Look along the whole movement path before rotating or traversing.



STUDY & PRACTICE

Aisle exit and rescue

Exit deliberately. Restore the specified cab, fork and turret configuration before leaving the aisle. Slow or stop as the site requires; check cross-aisle traffic and swept clearances.

Be ready before going up. Know how to raise the alarm, who responds and how communication will be maintained. The rescue plan must suit this machine and location.

If stranded. Stop work, secure as instructed and call for the planned response. Do not climb down the mast or use unfamiliar escape equipment. Practise rescue only under competent supervision.

LITTLE CODY'S REMINDER

Rescue arrangements must be ready before the first lift.



STUDY & PRACTICE

Parking and charging

Use the authorised position. Lower the operator compartment and set the turret, forks and auxiliary lift as instructed. Secure the truck against movement, switch off and prevent unauthorised use. Do not obstruct aisles, exits or access to rescue equipment.

Charge safely. Use only the approved battery/charger combination and charging area. Follow the correct isolation and connection sequence. Keep ignition sources away and provide the ventilation required for the battery type.

Do not improvise. Only authorised trained people should service or change batteries. Report damaged connectors, leaking or unusually hot batteries. Follow the site emergency plan for smoke, fire or leakage.

LITTLE CODY'S REMINDER

Park safely before leaving the operating position, even for a short interruption, and remove the key. On keyless machines, log out or secure access as instructed.



STUDY & PRACTICE

If something goes wrong

Stop safely. Use the taught emergency response for the actual model. Keep people away from an unstable load, damaged machine or other danger. Do not attempt a movement that could worsen the situation.

Report and prevent reuse. Tell the responsible person what happened. Apply the site isolation/tagging procedure: V.O.R. means Vehicle Off Road. A tag does not replace necessary isolation.

Leave repair to authorised people. Do not search for hydraulic leaks with your hands, enter a mechanism or work beneath unsupported equipment. Return to service only after the authorised competent person confirms it is safe.

Know the emergency plan. Identify the alarm, first-aid and rescue contacts before starting. Follow the model-specific overturn/entrapment instructions taught during familiarisation.

LITTLE CODY'S REMINDER

A near miss or small contact still needs reporting.



STUDY & PRACTICE

Practical preparation

Demonstrate pre-use checks, safe gate/interlock checks, aisle entry and guidance, controlled elevation, turret/traverse movements, load handling at agreed heights, permitted travel and aisle exit. Explain or safely simulate the agreed alarm/rescue procedure and finish with correct parking.

Explain your decisions. Be ready to show why the load/work, route, machine and protection are suitable. If a task cannot be completed safely, stop and explain why.

Practise under supervision. Use agreed equipment, loads, heights and areas. Do not practise emergency situations by creating a real hazard.

LITTLE CODY'S REMINDER

The aim is safe, controlled work - not rushing to finish.



STUDY & PRACTICE

Ready for assessment

Confirm your scope. Ask which machine, configuration and practical exercises are included. Tell the instructor if a control or task is unfamiliar.

Theory at FLT Academy. The formal online test is supervised and unlocked by the trainer. Timing starts when you open it. Wait for the instruction to begin, and ask about the test rules beforehand.

Practical assessment. Listen to the briefing, make your checks and observations, and stop whenever safety requires it. The examiner explains the assessment rules; this guide is not a marking sheet.

Use the next pages to revise. Answer in your own words before checking the suggested answers. These are fresh study prompts, not copies of the live examination.

LITTLE CODY'S REMINDER

Ask now if you are unsure. Understanding matters more than memorising a phrase.



Check your understanding

1. What makes this a man-up truck?

2. Does guidance make an occupied aisle safe?

3. What should happen when guidance is uncertain?

4. Why check a gate if it has an interlock?

5. Can every VNA truck travel with its cab raised?

6. How does traverse differ from rotation?

Check your understanding

7. What is checked before a turret movement?

8. Do automatic brakes allow abrupt travel inputs?

9. What must be arranged before elevated work?

10. What if the cab cannot be lowered normally?

11. What must be restored before aisle exit?

12. How should rescue knowledge be assessed?

Suggested answers

- 1.** The operator compartment rises with the operator.
- 2.** No. Pedestrian exclusion and the site access system are still necessary.
- 3.** Stop safely and follow the authorised recovery procedure.
- 4.** Both the physical protection and its safety function must be sound; never rely on or bypass just one part.
- 5.** No. Only use configurations and modes permitted by the actual model and site.
- 6.** Traverse moves the assembly sideways; rotation changes its direction.

Suggested answers

- 7.** The full path of forks, carriage, load and surrounding clearances.
- 8.** No. Use smooth control and allow stopping distance.
- 9.** A machine- and site-specific rescue plan, communication and trained responders.
- 10.** Raise the alarm and follow the planned rescue response. Do not improvise a climb or descent.
- 11.** The specified cab, turret and fork travel/exit configuration, followed by cross-aisle observations.
- 12.** By a safe explanation, demonstration or simulation under competent supervision, not deliberately creating a dangerous situation.

COMPLETE WITH YOUR INSTRUCTOR

Your workplace notes

Machine make/model and training scope

Plate limits / load or occupancy / height

Approved routes, ground and environment

Required protection and daily checklist

Emergency, rescue and defect-reporting contacts

Instructor notes / points to practise

Sources and credits

Use the exact operator manual first. The sources below support general guidance, not approval of a particular task. Links were checked on 22 September 2026. Manufacturer examples describe only their own designs.

[HSE: Rider-operated lift trucks, L117](#)

[HSE: Workplace transport safety, HSG136](#)

[Linde: Very narrow aisle warehouse planning guide](#)

[Linde: K man-up turret truck](#)

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Using this guide. Original learner text and revision prompts for supervised learning. Check against the actual machine and training scope before student use. Formal exam questions and marking criteria are not reproduced.

FLT Academy Ltd

fltacademy.co.uk | info@fltacademy.co.uk

07379 260161 | Company No. 17332251

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