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INSTRUCTIONS FOR USE

Electric pallet truck **Baoli EP 16-N01** · BAOLI · load capacity 1,600 kg
Operating and maintenance instructions, compiled from the technical data sheet (VDI 2198, edition 04.2026) and the manufacturer's service manual for the EP16-N01 / EP20-N04 series.

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1. Intended use and limitations

The Baoli EP 16-N01 is a self-propelled pedestrian low-lift pallet truck. It is intended for horizontal transport of palletised loads up to 1,600 kg at a load centre of 600 mm, over short distances in warehouses, production and during loading and unloading.

The machine may only be used:

- on hard, level floors with sufficient load-bearing capacity, free of sharp objects;
- in dry places — driving through water, oil and on muddy surfaces is prohibited;
- in places without heavy dust and without flammable or explosive substances;
- at ambient temperatures from +5 °C to +40 °C; operation at lower temperatures, in cold storage or outdoors in the rain requires a special version and the importer's approval.

Any other use is considered improper. Improper use excludes the liability of the manufacturer and the importer and voids the warranty.

2. Safety

> **UPOZORENJE**
> The machine may only be operated by a trained person authorised by the employer who has read these instructions. Carrying or lifting people on the forks is prohibited. Standing under a raised load is prohibited.

2.1 Before work

- Wear safety footwear. Wear the required personal protective equipment.
- Check that all warning labels and the rating plate are legible. Replace any that are illegible.

- Do not disable any safety device (emergency stop button, belly button, brake, horn).

2.2 During work

- Keep all persons out of the working area. If anyone enters the area, stop the machine immediately.
- Do not exceed the load capacity of 1,600 kg at a load centre of 600 mm. Distribute the load evenly on both forks.
- Keep the load as low as possible; do not travel with the load raised more than necessary.
- On slopes, always keep the load on the uphill side. Do not turn on a slope.
- Do not use a damaged or unsuitable pallet.
- Do not leave the machine unattended with a raised load or on a slope.

2.3 Prohibited

- operating under the influence of alcohol, medication or other substances that reduce attention;
- any modification of the machine or fitting of non-original parts without the manufacturer's approval;
- work on the control unit and electrical system outside an authorised service centre;
- welding and work on the electrical system while the key is switched on and the battery is connected.

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3. Machine parts and controls

Main assemblies: housing with electrical components, battery, tiller with control head, drive wheel, hydraulic cylinder and power unit, fork carriage with two forks and load rollers at the fork tips.

Control	Function
Butterfly switch on the tiller head	Travel forwards and backwards. The further the switch is turned, the higher the speed.
Lift and lower buttons	Raising and lowering the forks while the button is held down.
Horn button	Audible warning.
Belly button (front of the head)	Safety button. When pressed, the machine immediately moves in the opposite direction to free the operator from a dangerous position.
Emergency stop button (red, on the housing)	Pressed — all electrical functions are cut off. Pulled out — the machine is live.
Key	Switching the machine on and off.
Battery indicator	Battery state of charge.

3.1 Tiller positions

Travel is only possible when the tiller is in the operating zone. When the tiller is raised or lowered fully, the machine brakes.

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4. Check before every shift

The check is carried out by the operator before starting work. If any defect is noticed, the machine must not be used until the defect is rectified. The findings are entered in the maintenance record on the warranty card.

Item	What to check
General condition	Whether the machine is complete, without visible damage or deformation.
Forks and carriage	No cracks, bending or fractures.
Wheels	No damage or uneven wear; they rotate freely.
Hydraulics	Lifting and lowering work smoothly; no oil leaks on the cylinder, fittings and hoses.
Brake	The machine stops when the butterfly switch is released and the tiller is moved to the end position.
Safety devices	Horn, belly button and emergency stop button work.
Steering	The tiller moves left and right without sticking.
Battery and charger	Battery sufficiently charged; battery housing, connector and charger cable undamaged.
Labels	Rating plate and warnings legible.

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5. Operation

5.1 Switching on

1. Pull out the red emergency stop button.
2. Turn the key to the on position.
3. Check the battery level on the indicator.

5.2 Travel

Move the tiller into the operating zone. Turn the butterfly switch in the desired direction; the speed increases with the switch travel. Steer by moving the tiller left and right. The operator walks beside the machine, never in front of the forks in the direction of travel when there is a load on the forks.

Maximum speed is 6.0 km/h laden and unladen. Gradeability: 8 % laden, 15 % unladen.

5.3 Braking

- **By releasing the butterfly switch** — the machine slows down to a stop and is held by the electromagnetic brake.
- **With the tiller** — raising or lowering the tiller fully brakes the machine.
- **With the emergency stop button** — cuts off all electrical functions.

5.4 Lifting and lowering

1. Insert the forks fully under the load, along the entire length of the pallet.
2. Check that the load does not exceed 1,600 kg and is evenly distributed.
3. Hold the lift button until the load is clear of the floor.
4. To lower, hold the lower button; lower the load slowly.

5.5 Parking

- Lower the forks fully.
- Press the emergency stop button and remove the key.
- Do not park the machine on a slope, in an aisle or on an escape route.

6. Battery and charging

The machine has a sealed lead-acid (VRLA) battery 24 V / 160 Ah. It is charged with the charger supplied with the machine or one approved by the importer, in a ventilated area.

> **UPOZORENJE — OLOVNA BATERIJA**
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> Battery electrolyte contains sulphuric acid, which corrodes skin and clothing. Wear safety glasses when working with the battery. If electrolyte gets on the skin or in the eyes, rinse immediately with plenty of water and see a doctor. Flammable gas is released during charging — charge in a ventilated area, without open flames or sparks. Do not leave metal objects on the battery.

6.1 Charging rules

- Charge the battery after the shift and when the indicator shows it is empty; do not run it until completely discharged.
- Do not interrupt charging unnecessarily; do not leave the battery discharged.
- Switch the machine off with the key before connecting the charger.
- The battery is sealed (VRLA): it is not opened and no water is added.

6.2 Idle periods

- When the machine is not in use, top up the battery at least once a month.
- A discharged lead-acid battery is damaged at low temperatures — do not leave it empty in the cold.

7. Transport and storage

- The transport vehicle must be able to carry the total weight of the machine with the battery.
- When loading by crane, use only the lifting points marked on the housing.
- Load and unload carefully on level ground; secure the machine against movement in the vehicle.
- Store in a dry, clean place with the battery charged.

8. Maintenance

In addition to the daily check in chapter 4, the authorised service centre checks: the hydraulic system (cylinder, fittings, hoses, oil level and relief valve), the brake and its air gap, the drive unit, forks and carriage (deformation and cracks), bolt tightness, battery and charger, electrical system and safety devices.

The hydraulic oil is changed every 12 months or 1,500 operating hours, whichever comes first.

Work beyond the daily check is carried out only by an authorised service centre. Every inspection is entered in the maintenance record on the warranty card.

9. Emergency procedures

- **Fault while travelling** — press the emergency stop button, lower the load and secure the area.
- **Fire** — leave the area immediately and call the emergency services. Do not dismantle the machine.
- **Electrolyte leak** — do not touch with bare hands; switch off the machine and contact the service centre.
- Report every fault to your supervisor. The machine must not be used until the fault is rectified.

10. Technical data

Model	**EP16-N01**
Load capacity	1,600 kg
Load centre	600 mm
Own weight (with battery)	445 kg
Fork length	1,150 mm
Fork dimensions (thickness × width × length)	60 × 173 × 1,150 mm
Overall fork width	685 mm
Lowered fork height	85 mm
Lift stroke	125 mm
Overall length / width	1,670 mm / 729 mm
Turning radius	1,440 mm
Drive motor	alternating current (AC), 1.3 kW
Lift motor	0.8 kW
Battery	24 V / 160 Ah, lead-acid, sealed (VRLA)
Wheels	polyurethane; drive wheel Ø 230 × 70 mm
Travel speed (laden / unladen)	6.0 / 6.0 km/h
Gradeability (laden / unladen)	8 % / 15 %
Brake	electromagnetic, with regeneration
Noise level at operator position	67 dB(A)
Drive	electric, battery-powered; pedestrian-controlled

11. Importer and service

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Service and spare parts are available. Warranty terms and the claims procedure are set out in the warranty card supplied with the product.