UNCOUPLING AND COUPLING PROCEDURES
## Revision Page

<table>
<thead>
<tr>
<th>Date</th>
<th>Revision Number</th>
<th>Revision Details</th>
<th>Approved By</th>
</tr>
</thead>
<tbody>
<tr>
<td>21.02.2006</td>
<td>Original Issue</td>
<td></td>
<td></td>
</tr>
<tr>
<td>01.03.2006</td>
<td>Issue 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>25.10.2006</td>
<td>Issue 1</td>
<td>Version 3</td>
<td>Paul Taylor</td>
</tr>
<tr>
<td>30.10.2006</td>
<td>Issue 1</td>
<td>Version 4</td>
<td>Paul Taylor</td>
</tr>
<tr>
<td>31.10.2006</td>
<td>Issue 2</td>
<td>Version 1</td>
<td>Paul Taylor</td>
</tr>
<tr>
<td>01.11.2006</td>
<td>Issue 2</td>
<td>Version 2</td>
<td>Paul Taylor</td>
</tr>
<tr>
<td>04.02.2009</td>
<td>Issue 3</td>
<td>Version 1</td>
<td>Mike Harrington</td>
</tr>
<tr>
<td>28.07.2009</td>
<td>Issue 4</td>
<td>Version 1</td>
<td>Mike Harrington</td>
</tr>
</tbody>
</table>

---

Safety Awareness Is The Key To Our Future.
UNCoupling

Uncoupling and coupling a prime mover and semitrailer is a task which can lead to serious accidents, injury and vehicle damage if not performed correctly.

Before Uncoupling:

• Make sure your combination is parked on a level surface which is firm enough to support the trailer landing gear and its load
• Make sure the prime mover and semi-trailer are in a straight line
• Apply the maxi brakes (parking brake) on prime mover
• Chock the trailer wheels if required. Linfox trailers are fitted with Spring Brakes; however, this is still a requirement at some sites.

Always use chocks where rear loading trailer is performed off a dock and if it is necessary to park on a grade. It is best to chock the semi-trailer's front axle in case the landing legs collapse and the rear axle (s) lift.

If you have to uncouple on soft ground, put a suitable strong timber or other flat supports under the landing gear.
**Operational Procedural Training**

**Disconnect the air hoses and electrical cables from the trailer.** Stow them properly on the prime mover making sure that the connectors are kept free of water and dust, and they cannot get caught on the tailshaft. Make sure air supply taps are turned off (if fitted).

![Image of disconnecting air hoses](image1.png)

**Lower the landing gear** until the supports are in contact with the ground. **Ensure visual check** is conducted to make sure both legs have been lowered.

![Image of lowering the landing gear](image2.png)

**Release the turntable jaws.** Raise the lock tab or undo the lock pin before releasing the jaws. If the release handle cannot be moved, the jaws may be under load. Take the pressure off by rocking the prime mover forward and back and then try to release again.

![Image of releasing the turntable jaws](image3.png)

**Drive Forward.** Release the prime mover parking brake and slowly drive forward 10 – 20 cm in a straight line; dump the air bags then drive forward until the turntable is just clear of the trailer skid plate. Make sure the trailer stays put.

---

*Safety Awareness Is The Key To Our Future.*
Air bag suspension prime movers. Ensure the airbags are down prior to completely clearing the trailer. If they are still fully inflated damage may occur to the mud guards and the trailer.

If necessary use the dump valve. Note: some prime movers take longer to dump the air bags.

After the prime mover has completely cleared the trailer, reset the airbags, or dump valve.

Safety Awareness Is The Key To Our Future.
Before coupling the prime mover to a trailer you should do the following checks –

- Check the trailer skid plate. Has the trailer got a block welded or bolted to the plate behind the kingpin? If so, is the turntable compatible and unlocked?
- Check the skid plate, kingpin, turntable and jaws for damage.
- Make sure the jaws are open
- Make sure the top of turntable is well greased or Teflon plate is not damaged on fixed turntables.
- For trailers without a block the turntable will need to be in the locked position if possible or lower the air bags until the turntable is under the skid plate
- Visually inspect the trailer for protruding hazards which may cause injury

Reverse the prime mover into position straight in front of the trailer. Check that the turntable and kingpin are lined up.

If the trailer is equipped with maxi brakes (spring brakes), the trailer brakes should be already on. If not, chocks should be used.

Safety Awareness Is The Key To Our Future.
Check that the height of the trailer skid plate is slightly lower than the centre of the turntable. About 50 mm (5 cm) is ideal.

If the trailer is too low, the prime mover chassis and turntable can hit the trailer front and cause damage. (Air lines, electrical connections).

If the trailer is too high, the jaws may rap around the bottom flange of the kingpin, causing damage or will separate (prime mover and trailer). The turntable may even pass beneath the king pin, allowing the prime mover cab or rear lights and guards to hit the trailer. If the turntable locking pins cannot be engaged (ball race) due to the profile of the turntable, dump the air bags.

Select low reverse, then slowly reverse the prime mover until the turntable is under the skid plate. If necessary, raise the air bags to ride height until the legs are clear of the ground. Visually check the landing legs are clear of the ground, and there is no air gap between the skid plate and the turntable. Resume slow reverse under the trailer until the turntable jaws lock around the kingpin. You should hear this as the jaws close and lock into place. (Audible beeper sounds should be heard in vehicles fitted with electronic coupling devices).

Tug Test. Check the trailer is locked on by taking up the clutch to the friction point, in first gear (tug test). The prime mover should not move. Apply the park brake.

Safety Awareness Is The Key To Our Future.
Operational Procedural Training

Get Out and visually check that the turntable jaws have locked on to the kingpin. Make sure the head (bottom flange) of the pin is not sitting on top of jaws. Also the trailer is sitting firmly on the turntable by checking there is no gap between the turntable and the trailer skid plate. If gap is showing and the landing legs are raised, uncouple and recommence the process. If coupling has occurred without the use of the air bags, raise the landing legs and recheck the gap.

Check that the coupling release lever is in the locked position. Some levers require a manual lock tab, this must be used to prevent the lever opening while towing. If the locking tab or the safety chain cannot be fitted, the turntable is not locked.

Raise the landing gear. Keep winding until fully raised. Leave the landing gear engaged. Make sure the handle is properly stowed, or damage can occur.

If using a trailer for the first time, check the clearance movement between the prime mover (frame and wheel guards) and the trailer. Check also that there is enough clearance between the landing gear and the back of the truck frame to allow for turning.

Connect air hoses and electrical cables. When connecting air lines ensure the connection tabs are locked on the joiners (1/4 turn). If fitted, the shut-off valves are turned on to supply air and charge to the trailer. With prime movers with the air supply valve on the interior dash it is advisable to activate supply while the trailer check is done as this will charge the air systems on the trailer (brakes and air suspension).

Remove and stow wheel chocks when used.

Safety Awareness Is The Key To Our Future.
Reset the air bag level. Before moving off, do a **SECOND tug test** by applying the trailer brakes and again taking up the friction point in first gear. This is to confirm your trailer is securely hitched and the trailer brakes are serviceable.

Finally – as you move forward at low speed (5kph) and in a straight line, do a **THIRD TUG TEST** by slowly applying pressure to the trailer brake hand piece. This confirms that the trailer is securely hitched, and the supply and service pressure to the trailer brakes have reached operating levels, and the trailer should dip slightly to confirm that the brakes are adjusted correctly.

**Failure to comply with this procedure will result in disciplinary action being taken against individuals causing damage through negligence.**
Operational Procedural Training

Operations Procedural Training

Coupling and Uncoupling Knowledge Assessment

Drivers Name:…………………………………………………………………..

Before commencing this knowledge assessment, please ensure that you read the questions carefully. If you are unsure of the wording or any of the questions please ask the trainer supervising the assessment for clarification.

1. List 4 checks that have to be completed before coupling up a prime mover to a trailer.
   1…………………………………………………………………….
   2…………………………………………………………………….
   3…………………………………………………………………….
   4…………………………………………………………………….

2. How many tug tests should be done when coupling a prime mover to a trailer before moving off? A…………………………………………………………..

3. List 3 things to look for when doing a visual check.
   1……………………………………………………………………
   2……………………………………………………………………
   3……………………………………………………………………

4. After connecting the air leads, you turn the connections a 1/4 of a turn. True/False.

5. If chocks are required which axle should be chocked on the trailer? A…………………………………………………………..

6. If fitted, air bags are to be dumped after disconnecting and before fully clearing trailer. True/False.

Drivers Signature:…………………………………………………………..

Trainers Name:…………………………………………………………………..

Trainers Signature:……………………………………….Date:…………....

Result:  C  NYC

Safety Awareness Is The Key To Our Future.
Coupling and Uncoupling Knowledge Assessment

Answer Sheet

1. List 4 checks that have to be completed before coupling up a prime mover to a trailer.
   1. Check the skid plate.
   2. Check king pin.
   3. Check for turntable damage
   4. Make sure the jaws are open.
   5. Make sure the turntable is well greased or Teflon plate is not damaged (if fitted).
   6. Check that the turntable is compatible (i.e. Is there a block welded or bolted to the plate behind the kingpin, this is for ball race turntables not fixed turntables).

2. How many tug tests should be done when coupling a prime mover to a trailer before moving off?
   Answer. Three (3)

3. List 3 things to look for when doing a visual check.
   1. Check that turntable jaws have locked on to the kingpin
   2. Make sure that trailer skid plate is sitting firmly on the turntable. (this is done by checking there is no gap between the turntable and the trailer skid plate).
   3. Check that the coupling release lever is in the locked position and locking tab is in the locked position.

4. After connecting the air leads do you turn the connections a j of a turn.
   True/False. Answer. True

5. If chocks are required which axle should be chocked on the trailer?
   Answer. Front axle.

6. If fitted, air bags are to be damped after disconnecting and before fully clearing trailer. True/False.
   Answer. True

Safety Awareness Is The Key To Our Future.