

Company Name

SAFE WORK PRACTICE

MOBILE EQUIPMENT OPERATOR SAFETY

SPECIAL EQUIPMENT REQUIRED

None

INTRODUCTION

It is important for the operator of any piece of equipment to be task trained and have a certificate of training for every piece of equipment operated. It is also important for the operator to become familiar with all of the equipment features and functions. Familiarity with the equipment enables the operator to quickly note when irregularities occur that may affect the equipment's operation. Never operate a piece of mobile equipment that is malfunctioning in a way that puts the safety of personnel at risk.

Every worker responsible for operating a piece of equipment must read the operating manuals associated with that equipment. The manuals contain pertinent information about safely starting up and operating the equipment, and about securing the equipment under various operating conditions.

Operators are responsible for the safe and proper operation of equipment.

PRACTICES

1. Inspect equipment for safety defects by using and completing the prescribed pre-operating checks, before placing the equipment in service. Remove from service any equipment with a defect that could affect safety in any manner. Tag the defective equipment in accordance with company policy, and report the defect to the supervisor.
2. Every operator of a piece of mobile equipment is required to have a certificate of training for that equipment. The certificate verifies that the operator is trained in all safe operating procedures for that particular piece of equipment.
3. Operators of small vehicles (pickups and vans) must complete the driver's permit training and obtain a site driver's license.
4. Fasten seat belts whenever the equipment is in motion.
5. Always operate equipment at a prudent speed. Do not endanger personnel through careless handling of the machine. Slow down for curves and during abnormal weather or operating conditions.
6. Before leaving any equipment unattended, make sure that attachments are fully lowered to the ground and that parking brakes are set. Always use wheel chocks unless parked at a ready line or parking space with a wheel depression.

SAFE WORK PRACTICE

7. Be certain that all persons and equipment are at a safe distance before starting or moving mobile equipment. Sound the horn before starting or moving equipment. The horn signals are applied:
 - ◆ Once prior to stopping.
 - ◆ Twice prior to starting forward.
 - ◆ Three times prior to starting in reverse.
8. Know all emergency shutdown and start-up procedures associated with the equipment.
9. Keep the equipment and cab clean and free of extraneous material.
10. When entering an intersection, always sound the horn to notify pedestrians and other operators in the vicinity. Entering a building requires a spotter.
11. If equipped, ensure that the backup horn is working.

Work Practice Review Records

Last Review Date	Leader (person responsible)	How (eg: Safety meeting)