

SAFE JOB PROCEDURES 4.22

JOB TITLE: BACKING UP ALL VEHICLES

DEVELOPED BY: Jennifer Moher **DATE:** December 6, 2010

APPROVED BY: James McTavish **POSITION:** Scrap truck/Blow truck driver

DATE: December 17/2010

REVISED BY: _____ **DATE:** _____

EQUIPMENT REQUIRED: Vehicle

MATERIAL REQUIRED:

PERSONAL PROTECTIVE EQUIPMENT: Seat Belt

JOB STEPS:

If you are working alone

1. You must safely park the truck first.
2. Exit the vehicle and walk around the truck noting all possible hazards and people.
3. Re enter the truck and fasten your seatbelt.
4. Slowly maneuver backwards using both mirrors.
5. Should you be uncertain, you must pull over, park and call the area Supervisor to help direct you back.

If you are working with a partner

1. Driver must safely park the truck first.
2. Driver and passenger must both exit the vehicle and walk around the truck noting all possible hazards and people. Discuss any possible issues together.
3. The driver must re enter the vehicle and fasten the seatbelt.
4. The passenger must direct the driver.
5. Ensure the passenger is always seen in the mirror and constant communication between driver and passenger. The passenger should always remain a safe distance from the moving vehicle.
6. Should you lose sight of the passenger, stop the truck and exit to re-locate the passenger.

Should you park on an incline of any sort, you must turn the wheels of the truck and apply the emergency brake fully. Failing to do this could result in a serious incident.