|  |  |
| --- | --- |
| Revision #:Written by: | Date: Month DD, YYYYApproved by: |
|  |  |

|  |  |
| --- | --- |
| Related Documents:  | * Refueling Procedure
* Powered Mobile Equipment Owner’s Manuals
* Working Alone Procedure
* Part 7 Occupational Health and Safety General Regulations
 |
| When to use this SWP: | This safe work practice is to be used when operating any powered mobile equipment along with those developed for the specific piece of powered mobile equipment being used (e.g. tractor or wheel loader operation SWP). This document was developed using the criteria in the Part 7 of the Occupational Health & Safety General Regulations and when followed, will allow for safe operation of any powered mobile equipment. |
| Hazards & Risks: | * Bystander run over
* Collisions
* Electrical contact
* Equipment failure
 |
| Personal Protective Equipment: | CSA Approved* Steel toes
* Hearing Protection
* High Visibility
 |
| Training Requirements: | * Class 5 or 8 driver’s license
* Competent to drive powered mobile equipment as assessed by the farm owner.
 |
| Communication Process: | When working out in the field alone, be sure to consult the “Working Alone Procedure”. For any communication regarding break-downs, further instructions, etc. contact the farm owner. |
| Equipment & Supplies: | * Mobile equipment
* First Aid Kit
* Fire Extinguisher
* Cell Phone or Two-way radio
 |
| Procedure/Practice:1. Review operator’s manual and applicable standards to ensure equipment is handled, operated and maintained according to the manufacturer’s specifications and standards.
2. Have equipment certified yearly.
3. Ensure:
4. Equipment is operated by a competent person.
5. Gears and moving parts are properly guarded.
6. Any load is adequately secured.
7. There is a safe means of entry and exit.
8. Equipment must be equipped with the following:
	1. An audible back-up alarm.
	2. Manually operated horn.
	3. Adequate front and rear lights.
	4. Adequate braking system.
	5. Adequate protection from any hazards.
	6. Fire extinguisher.
9. If the powered mobile equipment is equipped with a rollover protective structure (ROPS) or an overhead protective structure, inspect these for cracks or loose welds.
10. When there is a seatbelt, it must be worn at all times the equipment is in motion.
11. No riders are allowed on any powered mobile equipment unless the equipment is specifically designed to carry them.
12. Where there are blind spots in the travel route that could result in a collision, mirrors are required in the travel route.
13. Equipment must be inspected before use, thoroughly annually, or more frequently as required by the manufacturer.
14. If equipment is taken out of service, you must:
	1. Immediately remove from the work area.
	2. Identify it as being taken out of service.
	3. Store separately from working equipment.
	4. Dispose of it immediately, if not to be used again.
15. A signaler is required to direct the safe movement of equipment when the operator has a restricted view or hazards exist in the workplace. A signaler must:
	1. Be identifiable to the operator.
	2. Use well agreed upon hand signals or communication system.
	3. Warn operator if the load is in a hazardous position.
	4. Ensure they can be seen at all times by the driver. If one signaler cannot be seen by the driver at all times, a second signaler is required.
	5. If the signaler(s) are no longer in view, the equipment must stop.

Operating Precautions:1. Equipment must be inspected prior to use.
2. The operator of the equipment must not move equipment until all air and hydraulic pressure are fully built up.
3. When leaving equipment unattended:
	1. Park it on level ground.
	2. Set parking brake.
	3. Lower or block attachments (e.g. bucket).
	4. Disengage clutch.
	5. Shut off engine.
4. Not carry hazardous products where the operator rides.
5. Ensure there are no loose articles presenting hazards where operator rides.
6. Exercise extreme caution when the powered mobile equipment or anything attached to it could come within 1 meter of an overhead power line.
7. Always operate powered mobile equipment at a slow speed. It is rarely necessary to travel more than 30 km/hour on farm property. Do not endanger personnel through careless handling of the machine. Slow down for curves and during abnormal weather or operating conditions.
8. Follow the Refueling Procedure when refuel powered mobile equipment.
9. Do not use a cell/smart phone or text while driving powered mobile equipment.

Ground Workers or Labour:1. Always respect the power and potential for harm from mobile equipment.
2. Maintain eye contact with operator. If you can’t see them, they can’t see you.
3. Signal the operator when entering a danger zone. Do not act until an operator acknowledges your signal. Never assume you have the right of way.
4. Do not take ‘shortcuts’ across areas where mobile equipment is working.
5. Avoid swing zones, pinches, bites, and blind spots.
6. Stay out of the road or work path of machinery whenever possible.
 |
| EMERGENCY PROCEDURES: | In case of emergency, contact 911 and the farm owner immediately. Remove yourself from harm’s way and ensure no one else is at risk.  |