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| Revision #:  Written by: | Date: Month DD, YYYY  Approved by: |
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| Related Documents: | * Owner’s Manual for Winch * Owner’s manual for mobile equipment in which Winch is attached. | |
| When to use this SWP: | A winch is a cable that winds around a spool or drum and goes in and out so that it can be attached at one end to an object and tension applied to be able to haul, pull, lift, or position an object. | |
| Hazards & Risks: | * Equipment failure * Entanglement * Crush Injuries * Slip & fall * Pinch Points * Amputations * Burns * Fire | |
| Personal Protective Equipment: | CSA Approved   * Steel toes * High Visibility Clothing * Leather Gloves * Hardhat with face shield * Safety glasses | |
| Training Requirements: | * Competent operator of powered mobile equipment as assessed by the farm owner or operations manager. * Hand Signals | |
| Communication Process: | * Read owner’s manual before use * Work with and experience competent person if new to winch operation | |
| Equipment & Supplies: | * Mobile equipment * Winch cable and mechanism * First Aid Kit * Fire Extinguisher * Cell Phone or Two-way radio | |
| Procedure/Practice:   1. Choose the winch for the job at hand and the mobile equipment it will be mounted on. 2. Read the owner’s manual before using the winch. 3. Know the limitations of the winch. Do not exceed the rated capacity. 4. Ensure the winch is securely mounted onto the mobile equipment as per manufacturers specifications.    1. Competent or professional individuals are to only install and maintain the winch. 5. Ensure the winch maintenance is meeting manufacturers schedules. 6. Inspect the winch as part of the pre-trip inspection of the mobile equipment and again before use.    1. Check to ensure the cable is in good condition and no kinks, cracks, pinches or frays are present.    2. Check accessories for any damage and replace, if damaged. 7. Put on the listed PPE above before using the winch.    1. Remove Jewelry    2. No loose clothing and contain long hair and beards 8. Before using the winch for the first time stretch it by winding it around the spool or drum under tension to keep the cable or rope snug. 9. Use a strap or similar to avoid hooking back onto the winch line. Hooking back onto the winch line can cause damage or the line to fail.    1. Wind the cable or rope on bottom not overtop of the spool or drum. 10. Ensure you have the correct accessory for the job at hand such as straps, shackles snatch block, tree protector, tow hooks, and recovery strap. 11. Ensure user of the winch is trained in correct rigging techniques. 12. Ensure the hook latch is closed and seated in the middle of the hook. Always use a hook with a latch. 13. Clear the path of the winch of any obstacles. 14. Ensure the mobile equipment can remain stable during the winching operation. 15. All ground crew members are to wear high visibility clothing and maintain 10 meters of distance while the winch is operated. 16. Do not operate a winch with less than 5 wraps of rope or 10 wraps of synthetic rope on the spool or drum. 17. Ensure winch controls are located in a space where they cannot be accidently activated. 18. Do not touch the winch rope or accessories while winching is in progress. 19. Use slow smooth movements when hauling, pulling, lifting, or positioning an object. 20. 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 (two-way radio).     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. 21. Do not use the winch to move or hoist people. 22. Do not use the winch as a hoist. 23. Do not hook cable or rope on electrical lines or exposed moving parts. 24. Do not use a winch or operate mobile equipment when impaired. 25. Do not submerge winch in water.   Reference: [Basic Guide to Winching Techniques](https://www.4wd.com/sku/Warn/standard/UserManualSRC.US.readers.pdf) by Warn Industries’ Inc. | | |
| 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. |