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# HEAVY EQUIPMENT

## PLAYING WITH THE BIG TOYS.

This section applies to Company-owned and leased equipment. For purposes of this policy, forklifts shall include fork trucks, tow motors, powered industrial trucks, telehandlers, and rough terrain forklifts.

### ROLES & RESPONSIBILITIES

#### Project Supervision

- Routinely audit the jobsite for mobile and heavy equipment use compliance.
- Provide equipment operators with inspection tools and materials to maintain each piece of equipment.
- Train employee-owners and subcontractors on the mobile/heavy equipment requirements in the Safety Management Program.

#### Equipment Operator

- Safely operate the piece of equipment being utilized at all times.
- Keep equipment clean and maintain equipment in a safe operating condition.
- Report to project supervision any equipment issues or malfunctions requiring maintenance or repair.
- Possess proper training and authorization to operate assigned equipment.

### GENERAL REQUIREMENTS

- Vehicle drivers will maintain a valid driver's license for the type of vehicle they are tasked with driving, such as a Commercial Driver's License (CDL).
- Equipment that has a "DO NOT OPERATE" tag affixed to it will not be operated.
- Employee-owners are not allowed to ride on any equipment unless approved seats are provided for that purpose. Seat belts must be used when provided. Employee-owners must be seated and keep their arms and legs inside the body of the vehicle.
- Employee-owners must be restricted from entering the swing radius area of rotating mobile equipment.
- Use of seat belts is mandatory.
- Operators should face the equipment and use three (3) points of contact when the equipment is being mounted or dismounted. Hand holds, steps, and ladders shall be kept clean and free of excess accumulation of mud, grease, etc.

### EQUIPMENT OPERATOR QUALIFICATIONS & TRAINING

The following applies to all mobile/heavy equipment used on the jobsite (not automobiles or pickup trucks) including, but not limited to, backhoes, dozers, front-end loaders, road graders, excavators, scrapers, skid steers, dump trucks, earth movers, gradall, concrete pump trucks, compactors, water trucks, buses, rollers, fueling trucks, utility terrain vehicles (UTV), etc.

- Operators of all such equipment will be trained on that piece of equipment.
- Operators of all such equipment will be assessed by a member of project supervision.

### EQUIPMENT OPERATIONS

- Obey all safety warning signs, speed limit signs, and other postings.
- Stunt driving and horseplay shall not be permitted.
- All heavy equipment must be kept at least ten (10) feet from energized power lines (50kV or less, distance requirements increase >50kV) or utility poles, unless it is de-energized and grounded at the point of work, or where insulating barriers have been erected to prevent physical contact with the lines.
  - + A person shall be designated to observe clearance of the equipment and give a timely warning for all operations where it is difficult for the operator to maintain the desired clearance by visual means.
- If there is an obstructed view in the direction of movement the equipment/vehicle shall not be used unless:
  - + The operator/driver sounds the horn twice before moving the equipment/vehicle from a stationary position, or
  - + The equipment/vehicle has a continuous movement signal alarm distinguishable from the surrounding noise level (for the designated direction of travel), or
  - + The equipment is equipped with a proximity alarm, or
  - + An observer/spotter is present
- Operators must lower, or properly block all booms, buckets, blades, beds, etc. any time the equipment is unattended and/or parked.
- Operators are required to wear hearing protection when operating equipment that subjects the operator to high noise levels.
- Operators must walk completely around the machine before mounting it to be sure that no obstacles or individuals are in the area.
- All guards and shields must be in place and working properly when equipment is in operation.
- Operators must read and become familiar with all load ratings, and other information, supplied with the equipment.
- Equipment operators must yield to the right of way to loaded vehicles and be able to bring the equipment to a complete stop within the required clear distance ahead.
- Operators must always keep equipment in gear when running. Never coast with any type of heavy equipment.
- Mobile equipment equipped with outriggers must be operated with all of the outriggers fully extended.
- Operators must travel with the bucket or load as close to the ground as possible to avoid tipping the equipment. Operators are required to keep speeds down especially when the bucket must be kept high for maneuvering purposes.
- Operators must avoid side travel when working on a slope unless they are cutting or finishing it. Travel should be perpendicular to the slope.
- Operators must avoid operating equipment within 2' of the edge of an excavation, ridge, or trench.
- A signalman should be used if the operator's view of the edge is obstructed.
- Operators shall ensure that no employee-owners ever work beneath a suspended load of material.
- If an employee-owner must use a cell phone for any activity while driving or operating a piece of equipment, the employee-owner must stop safely, secure the vehicle and then make or take the call or respond to an electronic message.

### EQUIPMENT INSPECTIONS

- All backup alarms, seat belts, and other required safety devices must be functioning properly. Report any defects or malfunctions to a supervisor immediately.
- Do not adjust, climb on or off, repair, grease, clear debris from, or fuel equipment or machinery while it is in motion or plugged into an electrical outlet. If work is done under the machine, make sure it is well jacked and blocked.
- Do not remove or modify any guards on equipment.
- Keep windshields clean and free of cracks or other obstructions.
- Cleaning out the tracks, greasing, and checking fluid levels of equipment will be completed on a daily basis.
- Fire extinguishers will be available on heavy equipment.

### ROLLOVER PREVENTION

Rollovers can happen to any type of equipment. All that's needed for a rollover to occur is:

- A pivot point (such as tracks, wheels, skids, outriggers)
- A rolling motion that pushes the equipment's center of gravity beyond the pivot point

Rollovers present a high risk of serious injury or death, and major equipment damage. Discuss these key hazards that are common to most rollover incidents with your operators:

- Know your limits – everyone has different operational limits gained from training and/or experience. When you exceed your limits, you're gambling that something bad won't happen.
- Know your machine's limitations – The Operator's Manual will contain the machine's limitations – Review the manual!
- Operate at a speed that's safe for the ground conditions. Excessive speed is a common contributing factor to many rollover accidents.
- Understand the dynamics of articulated equipment – articulated machines have the ability to rapidly shift its center of gravity in a lateral direction (much more so than rigid frame equipment).
- Keep haul roads in good condition – report problem areas to your supervisor.
- Avoid drop offs, soft spots, and rocks.
- Watch for uneven loading – especially in dump trucks.
- Inspect the equipment before each shift – a broken spring or low tire pressure can contribute to rollovers.
- Always wear your seatbelt – it will save your life in a rollover.

### SCRAPERS

To prevent stored potential energy, operators shall ensure that aprons are closed and bails are lowered when scrapers are parked.

### UTILITY VEHICLES (UTV'S)

Drivers of UTV's must have received a Task Proficiency Evaluation (TPE) and be authorized to drive by the site supervisor. UTV's must operate with lights on and be equipped with a buggy whip that extends 12 feet (min) above the ground.