

SWP Purpose

Trail-building and maintenance work occasionally requires the use of mini-excavators or wheeled/tracked hoes, to excavate ditches/drainages and/or install culverts. Crews may work in the vicinity. This SWP is a guide to working safely around these types of mobile equipment. Unsafe practices may lead to injury, fatality, property damage and/or environmental damage.

Scope

This SWP applies to all GDTA workers who work near mobile equipment. Examples of mobile equipment include rubber-tired or tracked backhoes, excavators (including mini-excavators), bobcats, fork lifts.

Responsibilities

Responsibilities apply to the Trip Manager/Volunteer Lead, all workers, and the Health and Safety Committee.

It is the responsibility of the Trip Manager/Volunteer Lead to

- Discuss the hazards and controls to crew/workers
- Implement the guidelines and controls within this SWP
- Reinforce to workers that any recommended controls must be applied consistently
- Ensure that any near miss or incident is reported and recorded

It is the responsibility of the Workers to

- Understand the potential hazards of working around mobile equipment
- Comply with this SWP
- Inspect the work area/situation regularly for hazards
- Workers will not operate any mobile equipment themselves unless properly trained to do so

It is the responsibility of the Safety Committee to

- Maintain this Safe Work Practice
- Perform periodic audits to assess that these requirements/SWP are being acted upon.
- Reinforce that recommended controls are to be implemented and used appropriately.

Hazards

Hazards are specific to each type of mobile equipment and these should be assessed/evaluated prior to work, including discussion of how to control/mitigate the risks. As noted above, no worker will operate any mobile equipment without proper training. Trained operators will use only those pieces of equipment specific to their training. All equipment should be used only for those purposes/tasks for which they were designed.

Potential hazards related to working near mobile equipment include but are not limited to:

- Operation at an improper speed

- Loss of control of steering
- Loss of traction
- Slope/trench/ditch wall failure due to vibration, weather/sediment conditions, and/or weight of machine
- Operator error
- Unstable/lost load or exceeding load capacity
- Hydraulic failure
- Standing in a blind spot during machine backing/repositioning
- Operation on a steeper grade than is specified operating parameter for the machine
- Lack of or unclear communication between operator and crew
- Standing in boom swing area or blind spot
- Contact with overhead wires, trees, or other hazards

Controls

Administrative controls as well as appropriate PPE are applied to mitigate risk.

Appropriate PPE should be worn, including –

- Safety glasses
- Hearing protection that allows detection of warning signals
- Safety footwear

Administrative controls include the following –

- Conduct an Alberta 1-call and/or third-party line locate prior to excavation
- Evaluation and mitigation of risks through a field-level risk assessment, discussion through tailgate meetings
- Maintain awareness of surroundings, including not only the machine, but overhead hazards, changing conditions (weather, terrain), tripping hazards, etc.
- Maintaining focus on the task at hand
- Flagging or fencing the work area to create an exclusion zone
- Storing items (personal, field gear, etc.) well away from the work area
- Developing clear communication with the operator, including hand signs, two-way radios, etc.
- Never walk under a load or boom/bucket, even when the equipment is off
- Never approach the machine until the operator has made eye contact, lowered the boom/bucket, and preferably shut off the machine
- Do not approach the machine from the rear, as you may be entering a blind spot
- Never ride in the bucket, either across terrain or into trenches
- Follow the SWP guidelines for safe fueling of engines
- Machines should be well-maintained and inspected prior to daily use

- Machines should be equipped with an audible signal to indicate that it is backing up (backup alarm)
- Stopped/parked mobile equipment should be immobilized by blocking wheels, putting it in gear, applying parking brake.
- Never leave an elevated load unattended, even when machine is turned off
- Operate the machine within safe parameters as per operator's manual/manufacture's specifications

Training

Workers must be adequately trained. Mobile equipment may only be operated by trained, qualified, competent workers. Workers in the vicinity of the equipment must read and understand this SWP and take part in a hazard identification and evaluation. If a worker is involved in an accident, training should be reviewed.

Resources, References, Definitions

Revision History

<u>Revision</u>	<u>Date</u>	<u>Description of Change</u>	<u>Personnel Involved</u>
REV 0	Feb 2020	New SWP	D Yanchula
Rev 1	Feb 2023	Reviewed – No change	D Yanchula