

Safe Work Procedure

Equipment Daily Maintenance

Facility:	Written By:	Approved By:	Date Created	Date of Last Revision:

Hazards Present:	PPE or Devices Required:	Additional Training Required:
Equipment failure Collision Pinch points	Steel toed boots Eye protection Hand protection	

Safe Work Procedure:
<p>1 Walk around machine to check for tire damage, vandalism, any loose parts, or any other damage</p> <p>2 Check engine for:</p> <ul style="list-style-type: none"> A. Any frayed or damaged belts B. Any damaged or leaking hoses C. Engine mounting bolts are in place, tight and not damaged <p>3 Check all fluid levels (some fluids may require engine to be on, check manufacturer recommendations)</p> <p>4 Get into vehicle using 3 point contact method. Check for fire extinguisher and turn on engine</p> <p>5 Check all gauges. Ensure that:</p> <ul style="list-style-type: none"> A. Oil pressure is normal B. Temperature is normal C. Hydraulic pressure is normal (if gauge is applicable) <p>6 Put machine in reverse to ensure back up alarm is working</p> <p>7 Do another walk around to check all lights</p> <p>8 Check brakes are working when pulling away to drive</p> <p>9 Proceed to job</p>

If an emergency situation occurs while conducting this task, or there is an equipment malfunction, engage the emergency stop and follow the lock out procedure

REPORT ANY HAZARDOUS SITUATIONS TO YOUR SUPERVISOR

<p>Guidance Documents/Standards:</p> <p>MB Workplace Safety & Health Act & Regulations: 6 Personal Protective Equipment 22 Powered Mobile Equipment</p>	<p>This Safe Work Procedure will be reviewed any time the task, equipment or materials change and at a minimum of every three years</p> <hr/> <p>Reviewed By Worker Rep/WSH Committee:</p> <p>Date:</p>
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