Author:	Paul Roberts	Revision #:	2
Approved by:	Walt Gray	Date Issued:	August 2016

SAFE OPERATING PROCEDURES

Truck, Dump SOP 12A-30

Hazard Review		
Backing	Tailgates	Mounting/Dismounting
Inclement Weather	Unsecured Loads	Overhead Utilities
Distracted Drives		

Required Personal Protective Equipment (PPE) (Based on job specific hazard review)		
Safety Vest	Safety Shoes	Gloves

1. All drivers shall have proper CDL.
2. Supervisors shall verify that drivers are capable and qualified on each type of equipment before allowing the equipment to be operated unsupervised.
3. Drivers shall perform a pre-operational check of their equipment and maintain in truck. Be familiar with operator's manual. Report all needed repairs promptly. Do not use any equipment that is unsafe.
4. Operators and passengers shall wear seat belts and or shoulder harnesses as provided.
5. Keep windshield, windshield wipers, side windows and mirrors clean. Ensure tailgates are clean, brake lights and backup lights. Review frequently during snow and ice events and when handling muddy loads.
6. When mounting or dismounting equipment, use steps and handholds provided using the 3 points of contact while facing equipment. Do not jump from vehicle.
7. No personnel shall be allowed to ride anywhere, except in the cab, when the vehicle is in motion, unless the vehicle is designed to accommodate an individual outside the cab.
8. Plan ahead to minimize or eliminate the need for backing. Always check to the rear before backing and use an observer when available. Make sure back-up alarms are working properly.
9. Choose safest location possible to park equipment. Avoid parking in other equipment's blind spots and maintain a safe distance to allow for other vehicles to move in and out.
10. Be aware of fire extinguisher locations on your equipment and make sure they are properly charged. Make sure the sight glass is clear and visible with no visible rust on the extinguisher.
11. Inspect and initial monthly inspection tag for fire extinguisher.
12. Check supplies in the first aid kit on monthly basis.
13. Operators should be aware of employees and others on foot in work zones.
14. Always be aware of distracted drivers and use defensive driving skills as needed.

15. Be aware of crushing and pinching hazards when installing, adjusting or removing tailgates. Get help or use machinery as necessary.
16. Make sure cargo is properly loaded, secured and covered. Check for loose material on bed rails and chassis.
17. Truck speed should be adjusted for load and weather. Tire chains should be utilized as dictated by weather conditions.
18. Know the height of the vehicle with load prior to driving in case you have to travel under bridges with less than 13' 6" clearance.
19. Be aware of overhead clearances for low hanging power or utility lines.
20. Be aware of overhead power and utility lines when spreading material.
21. When operating vehicle off of the roadway, be aware of hidden objects in the grass and unstable terrain.
22. Never work under bed when raised without proper bracing in place.
23. Make sure tailgate is unlatched prior to raising bed for dumping and avoid dumping on uneven side of hill terrain.
24. If vehicle is equipped with A.C. engine heater, first switch current off and then unplug heater before getting into vehicle.
25. Properly hang all electrical cords used for engine block heaters on post when disconnected from the truck. Do not place the cord on the ground where rain and puddles may form causing a short circuit or energize the ground.
26. When operating trucks with a salt brine tank, salt spreader or other bed mounted equipment secure the load using cross strapping on the sides (front to back, back to front) and one across the rear to prevent forward and backward movement.
27. All items in the cab areas of the vehicle should be removed or secured in toolboxes. Because of extreme vehicle temperature, items such as aerosol cans or any items whose contents are under pressure should not be carried inside the cab area of the vehicle.

Related SOP's			
General SOPs	Chapter 10	Snow Plow	12B-24
Spreader, In-Body Salt	12B-26	Spreader, Material Tow Type	12B-27
Spreader, Tailgate	12B-28	Trailers and Towed Equipment	12B-30