Personal Protective Equipment:

* Hearing protection while operating machine
* Hi-Vis clothing and hard hat when outside machine
* Substantial appropriate footwear at all times
* Gloves and eye protection when doing maintenance or servicing

**PRE-WORK PLANNING AND COMMUNICATIONS**

The supervisor should have regular pre-work meetings with the operator to ensure that they understand the work plan including:

* Reviewing the logging or any project plan.
* If necessary, review with operator steep slope assessments and procedures; and any terrain stability mapping.
* Location of hazards including steep slopes, gullies, reserve zones, danger trees, rocks, holes and debris.
* Review of steep slope procedures if necessary and trails/roads to be used.
* Other equipment working in the area and radio frequencies being used.
* Provide the operator with an updated map or digital copy of the cut block or project.

SAFE Procedures

* Inspect machine to ensure it is in safe operating condition before using.
* Inspect and test the escape hatch to ensure it is functioning properly.
* Ensure all fire extinguishers and suppression systems are fully charged and First aid kits are available.
* Wear seat-belts while operating machine.
* Keep doors closed so that guarding is effective when working.
* Always monitor temperature gauges and machine performance for any abrupt or gradual changes.
* Ensure good housekeeping is maintained (no loose articles in cab)
* Frequently check and clean engine compartment for combustible debris.
* Operate at a safe speed.
* Exercise due caution while working on hillsides.
  + Do not travel across a slope that is too steep for maintaining proper stability of the machine.
  + Confine travel to up and down slope.
  + When traveling across any slope, avoid running over logs, chunks, stumps, etc. which could cause the machine to become unstable.
  + Review and follow the safe work procedures for operating machinery on steep slopes.
  + If steep slope procedures unavailable do not operate machine on slopes greater than 35%.
* Ensure the tracks are adequately caulked with ice lugs for winter operations.
* Ensure a radio man-check system is established.
* If you leave the machine notify your co-workers by radio.
* If at any time the machine becomes unstable, shut it down, and request assistance.
* Never jump on or off the machine. Always practice 3 point mount/dismount and use the handholds for stability.
* Never use the machine controls or handles to get in or out of the machine.
* Keep all steps clear and ensure all grab rails are effective and not damaged.
* Beware of the slipping hazards that exist, particularly in the winter especially when standing on the deck refueling.
* Always service your machine in the clear of dangerous trees.
* Follow the lock-out/tagout procedures while conducting maintenance work on the machine. Raised booms or other equipment components shall be secured with blocking or approved safety supports during maintenance.
* Do not enter an active falling area, stay a minimum of two tree lengths away.
* Do not work in areas where there is a danger of pushing trees, rocks or other debris into an active work area.

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| **General Heavy Equipment**  **Lockout – Tagout** | **General Heavy Equipment**  **Lockout – Tagout**  **(If more than one person working in machine)** | **General Heavy Equipment**  **Lockout – Tagout**  ***For machine without master switch*** |
|  |  |  |
| **Shut down procedure:** | **Shut down procedure:** | **Shut down procedure:** |
| 1. Notify other affected employees. 2. Lower all booms and attachments to ground. 3. Shut down engine. 4. Set hydraulic lockout lever. 5. Turn off master switch. 6. Put lock and tag on master switch. 7. Test to verify zero energy (electrical-hydraulic-gravity). | 1. Notify other affected employees. 2. Lower boom and attachments to ground. 3. Shut down engine. 4. Set hydraulic lockout lever. 5. Turn off master switch. 6. Each worker attach personal lock and tag to scissor lockout hasp on master switch. 7. Test to verify zero energy (electrical-hydraulic-gravity). | 1. Notify other affected employees. 2. Apply parking brake. 3. Lower boom and attachments to ground. 4. Shut down engine. 5. Key out and in pocket. 6. Put lockout tag initialed by all workers on ignition switch. 7. Test to verify zero energy (electrical-hydraulic-gravity). |
| **Start-up procedure:** | **Start-up procedure:** | **Start-up procedure:** |
| 1. Remove lock from master switch. 2. Start machine. | 1. Each employee removes personal lock from scissor lockout hasp on master switch. 2. Start machine when all locks removed. | 1. Each employee crosses off their initials on lockout tag when their work is completed 2. Start machine when all initials on tag crossed off. |