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## Vehicle Drivers / Plant Operators Safe Working Practices

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To comply with existing legislation, codes of practice and your employer's requirements on health and safety at work you must:-

1. Take reasonable care for the health and safety of yourself and other persons who may be affected by your acts or omissions at work.
2. No interfere with or misuse anything provided in the interest of health, safety or welfare.
3. Take care to see that the public are not exposed to any hazards from work.
4. Use barrier cream before each work session and wash your hands before taking meals. Do not use degreasing agents, such as paraffin or other solvents to wash your hands. This can cause skin infections and cancer.
5. Not drive a vehicle or an item of plant unless you are over 17 years of age, hold a current driving licence for the appropriate classification, and are authorised and competent to operate/drive it.
6. Before starting work ensure that the vehicle or item of plant is roadworthy. The daily checks to be carried out must include brakes, tyres and oil. On tipping and excavation vehicles and items of plant the daily checks must also include hydraulic gear. Unroadworthy vehicles or items of plant must not be used. Report defects to your immediate supervisor and make an appropriate entry in the vehicle/plant defects book.
7. Carry out the prescribed weekly maintenance routines on the vehicle or item of plant in your charge.
8. Always prop-up safely the boom or bucket of an hydraulic vehicle or item of plant before inspecting or working under it.
9. If your vehicle/plant is used for lifting, check that the safe working load (SWL) is clearly marked on it and ensure that you do not exceed it. Before using sling hooks check that they are marked with the SWL, that they are not defective and are fitted with the hook safety attachment. During the lifting operation chain slings must not be wrapped around booms or buckets but must be attached to a tested and properly fitted ring or attachment.
10. Ensure the working area is clear of obstructions, taking extra care when working near excavations.

11. Not tow unless your vehicle is licensed for this purpose and is fitted with an authorised towing hitch. Trailers must be fitted with a regulation trailer plate.
12. Alight from your cab when your lorry or dumper is being loaded by machinery. As an accident prevention measure do not allow anyone to approach the working area during the loading operation.
13. If work has to be carried out underneath your vehicle/plant, ensure that it is chocked or otherwise retained to prevent movement. Do not work under a vehicle or items on soft ground.
14. Take extra care when working in inclement weather or on muddy steep banks. Where appropriate, cabs should be in position and visibility not obscured in any way.
15. When reversing take care and, if possible, obtain assistance. This is very important when rollers are reversing, especially on busy road works and other sites.
16. When loading on to a low loader or lorry, ensure the ramps are substantial enough to take the weight and that they are securely fixed to prevent movement.
17. Wear safety helmets and safety equipment whenever circumstances require it.
18. Only carry authorised passengers. Secure seating must be provided for them.
19. Not drive your vehicle or item of plant within 15 yards/m of the tipping face when working on a waste disposal tip.
20. If an accident occurs, report the facts immediately to your superior and ensure that the appropriate accident forms are completed and details entered on the Accident Form as soon as possible.
21. Do not allow passengers to ride on insecure positions on the rear or inside a vehicle.
22. When vehicles and items of plant have to be parked on a highway they should be so sited so as not to cause hazards to other road users.
23. The carrying of workmen on backs of lorries is only permissible if a safe form of fixed seating is provided.