integrated safety Standard Operating Practices

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| General Information |
| SOP number | Written by: |
| Date effective: 01 01 14 | Last modified:  |
| Job task: Operating a tractor with trailed equipment that obscures operators rear view of the roadway |
| Location: Highway #2 (paved two lane) | No of employees performing job: 1 |

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| Responsibilities(Who is responsible for each aspect of the job) |
| Position | Duties |
| Owner | Provide safe equipment, facilities, training and supervision |
| Operator | Follow all instructions provided by employer. Comply with all traffic laws. Operate equipment in a safe responsible manner using all safety features. |
| Helper | Assist operator while not endangering yourself or others. |

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| Job Task Assessment(List all the tasks & associated hazards for the job being evaluated) |
| Job Task | Hazards |
| Pre-operational inspection of equipment, prior to starting any engines or moving anything |  |
| Verify that all required lighting and markings are present and working |  |
| Hook up implement with assistance of helper. Remember – no one is step between the tractor and equipment when the tractor is in gear. | Pinches, crush, cuts, runover |
| Confirm that all equipment components are secured in transport position. |  |
| Confirm that two way radios are working between pilot vehicle and tractor prior to putting equipment into motion. |  |
| Move out onto highway with warning lights operating on tractor and pilot vehicle following behind with 4 way flashers activated. | Collision with traffic |
| Helper in pilot vehicle is to radio tractor driver when a vehicle approaches from the rear and is about to pass the tractor / equipment. | Collision with traffic |

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| When the tractor operator is approaching the field entrance, the operator is to radio the pilot vehicle driver to confirm that it safe to make the left hand turn. | Collision with traffic |
| If a vehicle is approaching from the rear the tractor operator is to pull over to the right and wait until the pilot vehicle driver confirms that all is clear and it is safe to proceed turning left.  | Collision with traffic or roadside infrastructure |

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| Hazard Controls(Describe the controls that will be implemented to remove hazards – elimination, substitution, engineered, administrative, PPE) |
| Warning lights and markings |
| Pilot vehicle and two way communications |

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| Skill Level / Training Required to Perform the Job(List training requirements) |
| All drivers must have a valid driver’s license and have been deemed to be a competent operator / driver. |

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| Communications Processes(Consider working alone, further instructions, concerns, how will assistance be delivered) |
| Cell phones and two-way radios are to be available at all times. Any problems or concerns should be called into the farm owner/manager. |

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| Emergency Procedures(Consider how the worker will initiate an emergency response) |
| In the event of a collision resulting in injury or damage to third party vehicles or infrastructure, assess the situation and provide first aid or take actions to prevent the escalation of injury or damage, then call 911. |
| Call Ashton to advice of the situation. |

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| Expected Result(Consider the benefits of the Standard Operating Practice for farm operations) |
| Equipment will be expediently moved to the work location without damage or collision with other vehicles or infrastructure. |