Earthmoving Equipment Program
An OSHA Compliant Program 29 CFR 1926.602
Revised 3/2016
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Introduction
Earthmoving equipment are an important part of our business. We are committed to a program that provides total safety for employees and ensures that our earthmoving equipment meet the requirements for safety and reliability. Every employee must be trained and evaluated prior to being allowed to operate these vehicles.

This program has total management support, and will never be compromised for expediency or monetary concerns. If you have any questions, comments, or critiques of this program, please direct them to your nearest supervisor.

Program Administrator
The company's Earthmoving Equipment program will be administrated by Name or Position. This person will be responsible for the company’s implementation, oversight, inspection, and training program. The program administrator will have the following duties:

- Assist the company in acquiring proper ANSI approved vehicles.
- Ensure that the vehicles are being operated in accordance with 29 CFR 1926.602
- Coordinate periodic inspections.
- Coordinate training and evaluation of employees.
- Coordinate an annual evaluation of the Earthmoving Equipment program.

Equipment Requirements

Authorized Vehicles
All new powered industrial trucks acquired and used by the company must meet the design and construction requirements for earthmoving equipment, established in the “Society of Automotive Engineers SAE-J237”

Labeling
Earthmoving equipment must be labeled as being accepted by a nationally recognized testing laboratory and compliant with ANSI standards. All labels, nameplates, and markings must be maintained in a legible condition.

Equipment Modifications
The company will obtain written approval from the manufacturer prior to making any modifications or additions that affect capacity or safe operation of the vehicle. Capacity, operation, and maintenance instruction plates, tags, or decals shall be changed accordingly.

Equipment Attachments
If the equipment is equipped with front and attachments other than factory installed attachments, the truck will be marked to identify the attachments and show the approximate weight of the truck attachment combination at maximum elevation with the load latterly centered.

Fuel Handling and Storage
The storage and handling of liquid fuels such as gasoline and diesel fuel shall be in accordance with NFPA Flammable and Combustible Liquids Code. (NFPA 30-1969) The storage and handling of liquefied petroleum gas fuel shall be in accordance with NFPA Storage and Handling of Liquefied Petroleum Gases. (NFPA 58-1969)
Safety Requirements
The following are common safety requirements that will be adhered to for all types of earthmoving equipment.

1. Equipment shall not be driven up to anyone standing in front of a fixed object.
2. No person will be allowed to stand or pass under the elevated portion of any equipment, whether loaded or empty.
3. Unauthorized personnel are not permitted to ride on earthmoving equipment.
4. Arms and legs may not be placed outside the running lines of the equipment.
5. When equipment is left unattended, load engaging means shall be fully lowered, and trolls shall be neutralized, power shall be shut off, and brakes will be set.
6. Equipment that are parked on an incline will have their wheels blocked.
7. Equipment shall be used only for its intended purpose.
8. An overhead guard shall be used as protection against falling objects.
9. All earthmoving equipment shall be equipped with a working fire extinguisher.
10. All earthmoving equipment shall be equipped with required safety equipment under the “Society of Automotive Engineers SAE-J237”.

Required Inspections Prior to Use
Equipment operators will perform inspections in accordance with the operator's manual. These safety checks will be performed prior to the use of the vehicle. In addition to the requirements of the manual, these generic safety inspections will be performed on every vehicle prior to use.

1) Hydraulic Cylinders
   a) Is there leakage or damage on the lift, tilt, and attachment functions of the cylinders?
2) Forks
   a) Are they cracked or bent, worn, or mismatched?
   b) Is there excessive oil or water on the forks?
3) Tires
   a) Are there large cuts that go around the circumference of the tire?
   b) Are there large pieces of rubber missing or separated from the rim?
   c) Are there missing lugs?
   d) Is there bond separation that may cause slippage?
4) Cutting Edges
   a) Are the edges worn?
   b) Are there any bolts missing?
5) Hydraulic Fluid
   a) Check level?
6) Gauges
   a) Are they all properly working?
7) Bucket teeth
   a) Are they worn?
   b) Are any missing?
8) Brakes
   a) If pedal goes all the way to the floor when you apply the service brake that is the first indicator that the brakes are bad. Brakes should work in reverse, also.
   b) Does the parking brake work? The truck should not be capable of movement when the parking brake is engaged.
9) Lights
   a) If equipped with lights, are they working properly?
10) Horn
a) Does the horn work?

11) Safety seat
   a) If the truck is equipped with a safety seat, is it working?

12) Load Handling Attachments
   a) Is there hesitation when hoisting or lowering the attachments, when using the forward or backward tilt?
   b) Is there excessive oil on the cylinders?

13) Engine Coolant
   a) Visually check the level. Note: Never remove the radiator cap to check the coolant level when the engine is running or while the engine is hot. Stand to the side and turn your face away. Always use a glove or rag to protect your hand.

14) Transmission Fluid
   a) Check levels?

15) Fire Extinguisher
   a) Is the needle in the green?

16) Seat Belts
   a) Do they work?

17) Backup alarm
   a) Does it work?

18) Mirrors
   a) Are any broken?
   b) Are any mirrors missing?

Equipment Operations

The following are safety precautions for operating earthmoving equipment:

1. Only stable or safely arranged loads shall be handled.
2. Only loads within the rated capacity of the trucks shall be handled.
3. Trucks that are equipped with attachments will be operated as partially loaded trucks when not handling a load.
4. A load engaging means shall be placed under the load as far as possible, and the mast shall be carefully tilted backwards to stabilize the load.

Traveling in Earthmoving Equipment

The following are safety requirements for traveling in earthmoving equipment:

1. The load shall be tilted back and raised only as far as necessary to clear the road surface.
2. The equipment will be operated at a speed that will permit it to be brought to stop in a safe manner.
3. Horseplay and reckless driving is not tolerated, and it will result in the immediate dismissal of the employee.
4. The operators will slow down on around pedestrians.
5. The operators will avoid running over loose objects.
6. While turning, speed will be reduced to a safe level, and will occur at a moderate and even rate.

Maintenance

The company will follow the maintenance program detailed in the earthmoving equipment and maintenance manual. A record will be kept of all maintenance activities for each equipment. The maintenance log will be stored at 2250 Lovvorn Road Carrollton, GA 30117
Training

Only employees that have been trained and evaluated by a competent person will be allowed to operate earthmoving equipment. Operators must be at least 18 years old and a valid driver license. The program administrator will coordinate with management to identify authorized trainers who have the knowledge, training, and experience to teach and evaluate earthmoving equipment operators. All trainees will operate equipment only under the direct supervision of their supervisor/foreman.

The following employees are authorized trainers for Earthmoving Equipment:

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<thead>
<tr>
<th>Authorized Trainers</th>
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<tbody>
<tr>
<td>All Supervisor</td>
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<tr>
<td>Site Foreman</td>
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Training Content

The Earthmoving equipment training program will consist of a combination of formal instruction, practical training, and evaluation of the operator's performance on the job site.

The training content will include:

1. Operating instructions, warnings, and precautions for the types of equipment, the operator will be authorized to operate.
2. Differences between the equipment and the automobile.
3. Equipment controls and instrumentation.
4. Engine and motor operation.
5. Steering and maneuvering.
7. Operation and limitation of the equipment.
8. Vehicles capacity and stability.
9. Inspection and maintenance requirements.
10. Refueling.
11. Operating limitations.
12. Surface conditions where the vehicle will be operated.
13. Loading, pushing, compacting, and digging.
14. Pedestrian traffic in areas where the equipment will be operated.
15. Restricted places where the equipment will be operated.

Employee Evaluation

Once an employee has completed the training program, he or she will be evaluated for adequate understanding and skill. The evaluation will include:

1. A demonstration of proper inspection procedures.
2. A demonstration of understanding of the hazards of the job site.
3. Demonstrations of the ability to operate the equipment, pre job task in a manner that is safe and proper.
4. A demonstration of understanding of the requirements of this program.
Refresher Training
Each earthmoving equipment operator must have their performance evaluated at least once every three years. Refresher training will be assigned when any of the following occurs:

1. The operator has been observed to operate the equipment in an unsafe manner.
2. The operator has been involved in an accident or a near miss.
3. The operator is assigned to operate a different type of equipment.
4. The operator has received an evaluation that reveals deficiencies.
5. A condition in the workplace has changed in a manner that could affect safe operation.

Training Documentation
The company will retain documentation of successfully completed training for every employee. This documentation will include:

1. Training subjects.
2. Name a trainer.
3. Signature of trainer.
4. Name of the employee.
5. Signature of employee.
6. Date of training and of evaluation.

Program Evaluation
The Earthmoving Equipment program will be reviewed on a yearly basis. The company will evaluate the effectiveness of the program, and correct any deficiencies discovered. Employees will have an opportunity to review and comment on this program.