**PERSONAL PROTECTIVE EQUIPMENT**

* **Hi Vis Hard Hats** – Must be worn when overhead hazards are present or when in Sort Yard.
* **Boots –** Wear boots with good tread and ankle support. Caulk boots required to walk on booms or logs. Caulks to be inspected daily.
* **Hi Vis Vest.**

**SAFE OPERATING PROCEDURES**

* Read and understand all safety and operating procedures outlined in the operators manual, workshop manual and on the safety decals
* Conduct a pre-shift check before starting
* Operate the loader only when properly seated in the operator compartment-**never** from the outside
* Stay seated when operating the loader controls
* Operate with the seatbelt snugly fastened and the restraint bar properly positioned (if the machine is equipped with one)
* Keep hands, arms, legs, and head inside the operator's compartment when operating
* Always look in the direction of travel
* Keep bystanders out of the work area
* Load, unload and turn on level ground whenever possible
* Travel and turn with the bucket in the position possible. Carry the load low.
* Never exceed the manufacturer’s recommended load capacity
* Operate on stable surfaces only. Avoid slippery surfaces
* Do not travel across slopes. Travel straight up and down with the heavy end of the machine pointed uphill.
* Never carry riders
* Never modify or bypass or remove safety devices (guards, ROPS, seat belts, interlocks)
* If working with workers on the ground (e.g. landscapers, riggers, flag persons or others) make sure that they understand their safe working zone **and** are wearing their high visibility clothing.
* Be aware that different makes and models of skid steer loaders may operate differently. (see point 1 above)

**ENTRY AND EXIT PROCEDURES**

* Enter and exit with the bucket/blade/forks on the ground (or when the lift arm support device is in place.
* Enter facing the machine and keep a 3 point contact with the handholds and steps.
* Never use the foot or hand controls as steps or handholds when entering or exiting
* Keep all machine walking surfaces clean and clear of debris
* Before leaving the operator’s seat make sure that :
* the bucket/blade/forks or other attachments are on the ground
* the parking brake is set
* the engine is turned off

If unable to exit through the primary location use the emergency exit located at the back of the machine or as specified by the manufacturer.

**SERVICING/MAINTENANCE/LOCKOUT PROCEDURES**

* Set the parking brake
* Lower the bucket/blade/forks or other attachment to the ground
* Turn off the engine
* Remove the key
* If the machine cannot be serviced with the bucket/blade/forks or other attachments on the ground use the lift arm supports recommended or supplied by the manufacturer
* If the machine must be serviced with the engine running follow the manufacturer’s safety instructions.
* If it is necessary to conduct diagnostics or servicing with the engine running use an additional person to work as a 2 person team with a trained operator properly positioned in the seat of the machine. Agree to the safe position of the outside observer and the communications procedures and signals **prior to beginning the process.**

**KEEPING YOUR LOADER IN SAFE OPERATING CONDITION**

* Follow the manufacturer’s maintenance instructions
* Keep the foot controls and the operators compartment free of mud, ice snow and other debris
* Regularly (i.e. at the start of the workshift) inspect (and repair if necessary) the *safety devices* (control interlocks, seat belts, restraint bars, side screens, emergency exit, and ROPS/ FOPS)
* Never modify or remove or bypass any of these *safety devices*.