

25. Equipment Operation

The City provides equipment designed with safety features. Employees must operate all motorized equipment safely as they were designed and have knowledge of equipment capabilities. Employees are not permitted to take short cuts with equipment safety. Equipment operators are responsible for the safe operation of equipment.

The following are suggestions to assist employees to safely use City equipment:

- A. Study, be familiar with, and follow instructions contained in the operator's manual.
- B. Observe all warning labels and precautions for the equipment.
- C. Practice defensive driving and safe operation procedures.
- D. Assist fellow workers in following safe work practices.
- E. Always be careful, alert, and concentrate on the task being performed.
- F. Ask questions about procedures not understood.
- G. Whenever appropriate, use the following:
 1. Hard hats
 2. Safety shoes
 3. Safety goggles/glasses
 4. Ear protection
 5. Respirators
- H. Conduct pre-operation checks of equipment such as:
 1. Safety guards and devices
 2. Rollover protective features
 3. Seatbelts, handbrake, fire extinguisher, and first aid kit
 4. Defects and maintenance problems (i.e., broken windshields, mirrors, light outages, etc.)
- I. Check the area in which the work is to be performed to identify any potential hazards.
- J. Use the following safety precautions when loading or unloading equipment:
 1. Load and unload on a level surface.
 2. Place chocks to ensure the transport vehicle cannot move.
 3. Use ramps of adequate strength, low angle and proper height.
 4. Keep trailer beds clean of all slippery materials (i.e., leaking oil).
 5. Attach a steering frame lock on articulated machines.
 6. Strap/chain or secure all machinery securely before transporting.
- K. Ensure equipment is properly stored or parked when work is complete. Park in designated areas only. Remove key and lock vehicle.

Forklift Truck Training:

Any employee who will operate a forklift at the City shall receive training per WAC-296-863-600. This training shall consist of classroom as well as hands-on operation of the type of forklift they will be operating.

Weed Eater and Chainsaw Handling:

Employees shall observe all maintenance procedures for the operation of weed eaters and chainsaws. They shall be trained in the proper operation and maintenance procedures of these machines before use. Employees shall ensure that all guards, blades, chains, etc. are secure and not loose or worn so as to be a hazard. These shall be replaced or repaired as necessary.

These machines frequently kick up/throw rocks, chips, glass bits, etc. Employees shall use eye and hearing protection and hard hats during the operation of these machines. Long pants, a long sleeve shirt without rips and loose pieces, and substantial shoes that cover and protect the entire foot shall be worn. Additionally, chainsaw operators shall wear additional protection for their legs as described in WAC-296-800-160: "Employees whose normal duties require them to operate a power saw shall wear a flexible, ballistic nylon pad or pads, sewn or otherwise fashioned into trousers, or other equivalent protection for the legs." Supervisors shall require the use of these and other personal protective equipment while these machines are being used.

Welding and Cutting:

Before employees are allowed to use an electric welder or an acetylene gas cutter, they must be thoroughly familiar with the operation of each as outlined in WAC-296-155-400 through 420.

- A. Move objects to be cut or welded away from all combustibles or move combustibles. If the object to be cut/welded or the combustibles cannot be moved then guards shall be used to confine the heat, sparks and slag to protect the area from fire hazards.
- B. If a solution in Section A cannot be met, the welding or cutting shall not be performed, or performed only under the direction of the supervisor.