

The instructions recommended within this document apply to normal risk conditions. If the Truck is to be operated in a dangerous or hostile environment, the user/client is responsible for conducting an appropriate risk analysis and applying suitable controls to mitigate those additional risks.

This instruction should be read in conjunction with the Risk Assessment.

GENERAL SAFETY

- This truck can only be operated if it is a safe and sound operating condition and an MR licenced driver.
- No drugs, alcohol or smoking is permitted
- Driver must comply with all speed limits
- Rear vision mirrors must be adjusted to allow driver to reverse safely and reversing beeper must be operating
- Driver to wear seat belt at all times
- DRIVER MUST ENSURE TAILGATE IS SECURED BEFORE MOVING
- Driver to wear appropriate PPE (safety footwear and Hi-Vis jacket)
- Restrain loads correctly
- USE APPROVED LIFTING POINTS, CHAINS AND STRAPS

OPERATING CONDITIONS (including crane truck)

- Carry out a visual inspection for tyres, brakes, lights, mirrors, beacon, wipers, traffic signal lights, air conditioning and radiator
- Ensure you receive basic instruction on starting, braking and hoist (if fitted)
- ENSURE TAILGATE IS SECURED BEFORE MOVING
- Ensure handbrake is on before tipping or using hoist
- Engage power take-off in cab for use of tray
- NEVER TIP LOAD OR USE HOIST WHEN TRUCK IS ON A SLOPE
- ENSURE TRUCK IS WELL CLEAR OF POWER LINES FOR TIPPING OR HOIST ACTIVITY.
- DO NOT OVERLOAD
- For hoist operation, turn on hoist switch beside the stabiliser leg
- DISENGAGE POWER TAKE-OFF BEFORE MOVING TRUCK
- Look in the direction you are travelling and watch out for other people and obey traffic rules and signs
- Use the mirrors and look behind when reversing
- Use care when working near other machinery
- DRIVE UP AND DOWN INCLINES AND NEVER ACROSS. AVOID TURNING TRUCK ON A SLOPE
- Exercise care when maneuvering on sloping ground
- Be aware of wet, soft or loose edges and don't operate close to open or uncompacted trenches or other excavations
- Fold up the hoist behind cab when finished lifting
- Refer to operator's manual for all other requirements

PARKING

- Park where there will be no obstruction to vehicles, site personnel or access ways
- Do not impede road traffic and post reflective warning signs
- Apply brake
- Remove ignition key for safe keeping

INSPECTION AND MAINTENANCE

- Truck and mechanisms to be inspected and maintained regular in accordance with manufacturer instructions
- Operator to carry out daily inspections of fuel, tyres, brakes, lights, mirrors, beacon, wipers, traffic signal lights, air conditioning and radiator
- Carry out any necessary service and maintenance

Safe Operating Procedure Truck

www.rapidhire.net.au

We are located at:

10 Kerryl Street, Kunda Park Qld 4556

Email: info@rapidhire.net.au

Phone: 07 5456 2664



The above instructions must be followed at all times. If any of the instructions are not possible, contact the site supervisor for an assessment of any safety requirements.

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Likely Risk Issue	Who/ What may be harmed? (Specific Persons)	What is the Rate Level? (Rate risk as Low, Medium or High)	What Risk Control Actions Needs to Be Taken? (What needs to be considered so that the risks are identified and effectively controlled)	Time Frame
Rollover of Truck	Operators Staff Spectators	Severity of Risk (S)- 3 Likelihood of Risk (L)- 1 Overall Risk (S x L)= 3 LOW	<ul style="list-style-type: none"> Operator to be verified as competent Assess ground conditions before tipping and no persons are near the truck Ground to be level and solid before carrying out tipping Handbrake to be applied before tipping Arrange for an observer if possible 	Every hire
Accidents	Staff General public	Severity of Risk (S)-3 Likelihood of Risk (L)- 2 Overall Risk (S x L)= 6 MEDIUM	<ul style="list-style-type: none"> Operator to check truck daily and ensure no overloading and tyre pressures are ok Visual checks for any oil or fuel leaks Care to be taken when lowering tailgate or tray sides Ensure tray tailgate and sides are fully secure before travelling Do no exceed rated truck capacity Appropriate PPE to be worn, hi-vis and protective footwear 	Every hire
Crushing	Operators Staff Spectators	Severity of Risk (S)-3 Likelihood of Risk (L)- 1 Overall Risk (S x L)= 3 LOW	<ul style="list-style-type: none"> Operator to be vigilant. Arrange for an observer if possible when backing or tipping No-one to get between cab and truck tray while engine is running Ensure all areas around truck tray are clear before raising or lowering of tip tray 	Every hire
Fire	Operators Spectators Staff	Severity of Risk (S)- 3 Likelihood of Risk (L)- 1 Overall Risk (S x L)= 3 LOW	<ul style="list-style-type: none"> Check the fire extinguisher is on truck, easily accessible and full Engine to be turned off before refueling Check that fuel cap is in place and not damaged Visual check for any oil or fuel leaks before travelling 	Every hire
Collison	Operators Staff Spectators	Severity of Risk (S)- 3 Likelihood of Risk (L)- 2 Overall Risk (S x L)= 6 MEDIUM	<ul style="list-style-type: none"> Ensure rotating beacon and handbrake are working Ensure handbrake is applied when stopped Plan trip to make sure load will pass under any low bridges, trees or building projections Operator to ensure safe distance behind vehicle in front 	Every hire
Burns	Operators Staff Spectators	Severity of Risk (S)- 3 Likelihood of Risk (L)- 2 Overall Risk (S x L)= 6 MEDIUM	<ul style="list-style-type: none"> Do not check oil levels when engine is hot Wear gloves if engine parts need to be touched Radiator cap MUST NOT be removed when engine is hot 	Every hire

Calculation of Risk Evaluation

Severity of Risk (S) is judged by evaluating the effects of the hazard if the risk occurs. This is evaluated as Minor = 1, Major = 2, Serious = 3

Risk Likelihood (L) - The likelihood of the harm occurring is evaluated on the basis of: Unlikely =1, Possible = 2, Likely = 3

Overall Risk is calculated by multiplying the figure for Severity (S) and Likelihood (L).

The overall risk figure calculated is related to the Risk Level of either Low: 1 to 3; Medium: 4 to 6 or High: 7 to 9

Truck Risk Assessment

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NB This is a generic risk assessment only. It is advisable to carry out a site-specific assessment prior to using this equipment.

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