



### Excavator Load / Unload

Developed by:	Approved by:	Date created:	Last revision:
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Possible Hazards Present	Personal Protection Required	Additional Training	
<ul style="list-style-type: none"> <li>- Slip/Trip hazard</li> <li>- Fall Injury</li> <li>- Vehicle/Machine Damage</li> <li>- Pinch points</li> </ul>	<ul style="list-style-type: none"> <li>- Steel Toed Boots</li> <li>- Hard Hat</li> <li>- Safety Vest</li> </ul>	<ul style="list-style-type: none"> <li>- PPE</li> <li>- Operator Certificate</li> </ul>	
<p>Loading:</p> <ol style="list-style-type: none"> <li>1. Enter excavator using the 3-point contact method.</li> <li>2. Walk machine to back of trailer and ensure that the machine is lined up straight</li> <li>3. Set Bucket on trailer, use pressure from the bucket to raise front tracks. Creep the excavator up the beaver tail, then just before it counter balances itself, turn the hoe around and use the boom to raise the back of the excavator. Walk it to the front of the trailer.</li> <li>4. Fold up excavator to it's lowest point.</li> <li>5. Either keep it running or shut it off depending on weather conditions.</li> <li>6. Make sure safety switch is engaged.</li> <li>7. Exit cab using the 3-point contact method.</li> <li>8. Dismount the trailer via the beaver tail.</li> <li>9. Chain the excavator down.</li> <li>10. Ensure the bucket, etc. are securely fastened to deck.</li> <li>11. Proceed to destination.</li> </ol> <p>Unloading:</p> <ol style="list-style-type: none"> <li>1. Park truck and trailer on level ground and set parking brake.</li> <li>2. Exit vehicle using 3-point contact method.</li> <li>3. Remove chains and binders from machines.</li> <li>4. Mount trailer via the beaver</li> <li>5. Enter cab using 3-point contact method.</li> <li>6. Disengage safety switch.</li> <li>7. Start machine.</li> <li>8. With the hoe arm at the rear of the trailer, slowly back up. Set hoe on the ground and continue backing up until the tracks touch the ground. Swing the arm to the front and lower deck. Use the pressure from the hoe arm to raise the front tracks. Slowly creep down the beaver trail.</li> <li>9. Track machine to location.</li> </ol>			



<p><b>Documentation/Legislation</b> Workplace Safety and Health Regulation, M.R. 217/2006</p> <p>4 - General Workplace Requirements 6 - Personal Protective Equipment 16 - Machines, Tools, &amp; Robots 20 Vehicular and Pedestrian Traffic 22 - Powered Mobile Equipment</p>	<p><b>This Safe Work Procedure will be reviewed anytime the task, equipment or materials change and at a minimum every three years.</b></p>
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