

## **POLICY**

Hawk Energy, LLC has implemented this written mobile equipment procedures policy to ensure the safety and health of employees on the jobsite.

## **REFERENCES**

Applicable mobile equipment owner/operator manuals.

## **RESPONSIBILITIES**

Safe mobile equipment maintenance and operation is a responsibility shared between the Company and its employees.

### **Employer Responsibilities**

- Ensuring that safety inspections of the equipment occur on regular basis
- Ensuring that operators are trained and safely operate mobile equipment
- Responding quickly to eliminate workplace hazards
- Ensuring all equipment is kept in good working condition
- Ensuring employees follow safe job procedures
- Reviewing job hazard analysis whenever there is a significant change to any element of the job or there has been an injury or illness

### **Safety Committee Responsibilities**

- Assist in training as necessary
- Assist in training employees to recognize and control workplace hazards
- Monitor the workplace for hazards
- Encourage employees to report hazards
- Implement appropriate controls
- Ensure corrective action is taken promptly

### **Employee Responsibilities**

- Only authorized employees will be allowed to operate mobile equipment. Authorization to operate mobile equipment will be issued to the employees who qualify under the appropriate training and proficiency testing
- Follow safe job procedures
- Report hazards to a supervisor immediately

## **TRAINING**

David Slim will ensure the following items are covered in operator training:

- Capabilities and limitations of the specific piece of mobile equipment
- Basic maintenance requirements
- Pre-trip inspection requirements
- Operating requirements of mobile equipment including safe loading and unloading
- Use of required personal protective equipment (PPE) and apparel

Mobile equipment operators will be regularly evaluated on the operation of the mobile equipment they use and retrained as required by legislation and applicable standards.

## **DEFINITION**

*Mobile Equipment* is a wheeled or tracked vehicle which is engine or motor powered, together with attached or towed equipment, but not a vehicle operated on fixed rails or tracks.

## **PROCEDURES**

### **Inspections:**

At the beginning of each shift, the operator will conduct a pre-shift inspection. The operator will inspect and check the assigned equipment, reporting to his/her supervisor any malfunction of the:

- Clutch
- Braking system
- Steering
- Lighting
- Control system
- Locking/tagging out the equipment if necessary

### **Operator Requirements:**

- The operator will ensure unauthorized employee will not be permitted to ride on the equipment unless it is equipped to accommodate riders safely
- The operator will ensure the warning signal alarm is operating when the equipment is backing up
- The operator will use the access points provided to get on or off the equipment. The operator will not jump to the ground
- No operator will operate the equipment without the protection of an enclosed cab, or the use of approved eye protection when the equipment does not have an enclosed cab
- The operator will fasten the seat belt and adjust them for a proper fit before starting the engine and while the equipment is in use
- The operator will not use, attempt to use any vehicle in any manner, or for any purpose other than for which it was designated and intended for
- The operator will not load the equipment/vehicle beyond its established load limit and will not move the load until the length; width or height of the load has been centered and secured for safe transport

## **Fueling Procedures:**

Operators of a gasoline or diesel vehicle will shut-off the engine before filling the fuel tank and will make sure that the nozzle of the filling hose contacts the filling neck of the fuel tank. No one will be permitted in the vehicle during fueling operations except as specifically designed. There will be no smoking or open flames in the immediate area during the fueling operation.

## **SAFE PRACTICES**

All equipment left unattended at night, adjacent to a highway in normal use, or adjacent to construction areas where work is in progress, will have appropriate lights or reflectors, or barricades equipped with appropriate lights or reflectors, to identify the location of the equipment.

A safety tire rack, cage, or equivalent protection will be provided and used when inflating, mounting, dismounting tires installed on split rims, or rims equipped with locking rings or similar devices.

Heavy machinery, equipment, or parts thereof, which are suspended or held aloft by use of slings, hoists, or jacks will be blocked or cribbed to prevent falling or shifting before employees are permitted to work under or between them. Bulldozer and scraper blades, end-loader buckets, dump bodies and similar equipment, will be either fully lowered or blocked when being repaired or when not in use. All controls will be in a neutral position, with the motors stopped and brakes set, unless work being performed requires otherwise.

Whenever the equipment is parked, the parking brake will be set. Equipment parked on inclines will have the wheels chocked and the parking brake set.

The use, care and charging of all batteries will conform to OSHA requirements.

All cab glass will be safety glass, or equivalent, that introduces no visible distortion affecting the safe operation of any machine covered by this subpart.

## **Working near Power Lines**

All equipment covered under this policy will comply with the following requirements when being moved near power lines or energized transmitters, unless the electrical distribution and transmission lines have been de-energized and visibly grounded at point of work or where insulating barriers, which are not a part of (or an attachment to) the equipment or machinery, have been erected to prevent physical contact with the lines:

- For lines rated 50 kV or below, minimum clearance between the lines and any part of the crane or load will be 10 ft.
- For lines rated over 50 kV, minimum clearance between the lines and any part of the crane or load will be 10 ft. plus 0.4 inches for each 1 kV over 50 kV, or twice the length of the line insulator, but never less than 10 ft.
- In transit with no load and boom lowered, the equipment clearance will be a minimum of 4 ft. for voltages less than 50 kV and 10 ft. for voltages over 50 kV, up to and including 345 kV and 16 ft. for voltages up to and including 750 kV.
- An employee will be designated to observe clearance of the equipment and give timely warning for all operations where it is difficult for the operator to maintain the desired clearance by visual means.

- Cage-type boom guards, insulating links, or proximity warning devices may be used on cranes, but the use of such devices will not alter the requirements of any other regulation of this part even if such device is required by law or regulation.
- Any overhead wire will be considered an energized line unless and until the person owning such line or the electrical utility authorities indicate that it is not an energized line and it has been visibly grounded.
- Before work near transmitter towers where an electrical charge can be induced in the equipment or materials being handled, the transmitter will be de-energized, or tests will be made to determine if electrical charge is induced on the crane. The following precautions will be taken when necessary to dissipate induced voltages:
  - The equipment will be provided with an electrical ground directly to the upper rotating structure supporting the boom.
  - Ground jumper cables will be attached to materials being handled by boom equipment when electrical charge is induced while working near energized transmitters. Crews will be provided with nonconductive poles having large alligator clips or other similar protection to attach the ground cable to the load.
- Combustible and flammable materials will be removed from the immediate area before operations.

