

ATV/UTV/Snowmobile Operations SWP

SAFETY EQUIPMENT	KEY SAFETY PRECAUTIONS
<input type="checkbox"/> Safety Glasses or Goggles <input type="checkbox"/> Footwear – boots above the ankle <input type="checkbox"/> Head Protection – CSA Helmut <input type="checkbox"/> Gloves <input type="checkbox"/> Radio/Cellphone/InReach <input type="checkbox"/> Small repair kit <input type="checkbox"/> Tow straps (if winch is N/A) <input type="checkbox"/> Clothing – long pants and sleeves suitable for weather conditions. (ensure no rips/tear or loose hanging clothing. <input type="checkbox"/> Avalanche (probe, beacon and shovel) <input type="checkbox"/> First Aid Kit/ERP <input type="checkbox"/> Fire Extinguisher <input type="checkbox"/> Small can of WD40 <input type="checkbox"/> Extra Oil <input type="checkbox"/> Swede Saw (ATV/UTV) <input type="checkbox"/> Handled Shovel/Pulaski <input type="checkbox"/> Owner’s Manual <input type="checkbox"/> Extra Fuel & Fuel Pads (when refueling is required)	<input type="checkbox"/> Do not modify the machine <input type="checkbox"/> Use in accordance with the Operator’s Manual <input type="checkbox"/> 45% is the maximum allowable slope <input type="checkbox"/> Load and unload safely. Ensure load is secured when travelling <input type="checkbox"/> Ensure operators have received training <input type="checkbox"/> Complete a pre-trip inspection <input type="checkbox"/> Know basic maintenance/repair skills <input type="checkbox"/> Review Operator’s Manual
BEFORE BEGINNING WORK	
<ol style="list-style-type: none"> 1. Each operator will be properly trained in the safe operation of the vehicle. Training will cover: <ol style="list-style-type: none"> a) The operator’s pre-trip inspection b) Use of personal protective apparel c) Operating skills according the manufacturer’s instructions d) Basic mechanical requirements e) Loading and unloading 2. Pre-Trip Inspection: <ol style="list-style-type: none"> a) Use the ATV/UTV/Snowmobile inspection form to conduct your pre-trip inspection. b) Ensure the vehicle is in good working order. Do not operate a machine that does not pass the inspection. c) Check all fuel tanks and fill as required. Check brakes, clutch and throttle. In the winter, inspect for ice build-up around the brakes and throttle. d) Secure all cargo and ensure the shovel/Pulaski (if required) and fire extinguisher are mounted to the unit. e) Inspect all PPE prior to use. 	
PROCEDURES	
<ol style="list-style-type: none"> 1. Operations: <ol style="list-style-type: none"> a) Always be cautious when operating an ATV, UTV or snowmobile, especially when approaching hills, turns and obstacles and when operating on unfamiliar or rough terrain. b) For ATVs and snowmobiles, only one person is allowed per machine. Doubling is not permitted unless the machine is equipped with a manufacturer’s passenger seat. For UTVs only one operator and one passenger is permitted, unless the machine is a four-seater. The passenger is responsible to ensure they are seated correctly and securely on the machine at all times. They must not interfere or distract the driver. c) Avoid excessive speeds. Travel at a speed appropriate for the terrain, visibility conditions and your level of experience. d) Operate the machine only to the extent of your personal comfort level and be aware of your surroundings. e) Be respectful of the operating limits of the machine and do not push the machine to its limits. f) Operate the equipment with due care and be mindful of the potential for mechanical failure. 2. Loading and Unloading: <ol style="list-style-type: none"> a) Ramps must be placed at a suitable angle, be sufficiently wide and have a surface finish which provides an adequate grip for the tires/tracks. The ramp must meet the weight specifications of the machine. b) Ensure the loading/unloading area is clear of obstacles. c) Be confident in your abilities and do not load or unload if you do not feel comfortable. d) Ensure the machines and ramps are secured properly for transportation. 3. Re-Fuelling: <ol style="list-style-type: none"> a) Employee will be trained in safe re-fuelling procedures. b) Inspect the dispensing system for any leaks. Ensure the re-fuelling area is well ventilated. c) Re-fuelling is not permitted while there is any source of ignition in the immediate vicinity. Battery operated devices must be turned off. No smoking or open flame is permitted. d) Storage of fuel and re-fuelling will not take place within 100m of a watercourse unless secondary containment of such materials is provided and utilized. Acceptable containment would include the use of both petroleum product resistant containers and absorbent pads. e) Allow for off-gassing when opening and do not overfill. f) Never leave the unit unattended during the re-fuelling process and pay close attention to avoid spillage. g) In the event of a spill please refer to the spill procedures in the Emergency Response Procedures. 	