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| **Department:** | **Roads** | **Safework Procedure** |  |
| **Subject:** | **Front Plough Loading / Unloading (4x4)** |

**FRONT PLOUGH LOADING AND UNLOADING (4X4)**

**Purpose: to plough the snow off the road**

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| **Hazards:** | * Being crushed or pinched
 | * Exposure to cold
 | * Snow and ice
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| **PPE Required:** | * Safety boots and Hi-vis vest
 | * Gloves and warm clothing
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**Pre Set-up:**

* **Find the plough with matching number for your truck.**
* Check plough for damage.
* Check skids, hoses, hydraulic turn cylinders, chains, rubber on plough, markers and springs, keepers, frog, hydraulic lift and hoses on truck.

**PROCEDURE:**

* Have co-worker stand at the side of the plough as you drive, stop 2-6 feet from the plough.
* Take pins out of plow frame
* Plough might have to be moved side to side or up or down a little to go into plough frame.
* Once in frame turn truck off, put pins in plough frame.
* Hook up hydraulics.
* If plow pins will not go in you can put the chains on the plough onto the hydraulic lift and lift plough which will make it go all the way back into the frame and then pins will go in.
* Hook hydraulics and electrical.
* Start truck. Turn on PTO and control box.
* Making sure no one is near plough, lift plough and turn side to side and up and down to make sure it works correctly.

Post-Procedure:

* Check plough for damage and report
* Park plough where it goes and lower plough to ground.
* Disconnect hydraulic hoses, electrical and take chains off hydraulic lift.
* Take out pins on plough frame.
* Turn off PTO and control box.
* Back truck out of plough and put pins back in plough frame.

**Summary:**

* Every 4 hours a trip report must be filled out and a complete check of the plough, truck and sander.
* Any damage must be reported to the shop and the Foreman on duty.
* Must complete roads S.N.I.C training which consists of class room, practical and a minimum of two hours of training in a 4x4 or air equipped truck by a trained operator.

**Please contact Jason Duchak @250.755.4411, if you have any questions regarding what is expected for the procedure or for clarification**

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| **Revised:**  | **Approved by: Brian Denbigh** |