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| **Department:** | **Eng. & Public Works**  | **Area:** | **Roads**  |  |
| **Subject:** | **Loading and Unloading Sanders (SA/TA)** |

**LOADING AND UNLOADING SANDERS (SA/TA)**

**Purpose: to aid in the removal of ice and snow.**

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| **Hazards:** | * Roll over and falling
 | * Being crushed
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| * Co-workers and equipment
 | * Cold
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| **PPE Required:** | * Safety boots and Hi-vis vest
 | * Warm clothing
 | * Gloves
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**PROCEDURES:**

Loading:

* With tailgate removed back under sander with help from a spotter.
* Turn on PTO and control box.
* Close tailgate dogs on sander bar.
* Raise box to lift sander off front chains, detach front chains from sander.
* Lower box, detach rear chains.
* Attach both cinches; attach safety straps/pins to chinches.
* Turn truck off. Attach electrical lines and hydraulic hoses to truck.
* Check and set sander gate to proper opening.
* Start truck. Drive forward slowly
* Go over sander operation.
* Have helper check sander spinner and conveyor operation when driving away.
* Turn PTO and control box off.

Unloading Sander:

* Ensure sanders are clean. Back up to sander rack. Turn truck off.
* Unhook electrical lines, hydraulic lines and cinches from truck.
* Start truck. With help of helper back into sander rack.
* Attach rear chains to sander. Turn on the PTO and control box.
* Raise truck box to attach front chains.
* Open tailgate dogs, lower box one foot, drive slowly ahead.
* Watch sander in mirrors. Turn off PTO and control box.

**Summary:**

* Never walk under or climb on sanders when hanging on racks.
* Never climb in a sander when it is running.
* Always turn off truck and take keys with you when you go into a sander.
* Never stick your hand or anything else in or around spinner when on.
* Obey all signs.
* 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 training in a 4x4 or air equipped truck with 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**  |