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| **Department:** | **Eng. & Public Works** | **Area:** | **Roads** |  |
| **Subject:** | **Loading and Unloading Sanders (4X4)** | | |

**LOADING AND UNLOADING SANDERS (4X4)**

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

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| **Hazards:** | * Roll over and falling | * Being crushed | |
| * Co-workers and equipment | | | * Cold |

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| **PPE Required:** | * Safety boots and Hi-vis vest | * Warm clothing | * Gloves |

**PROCEDURE**

Loading:

* Ensure sander winch is connected to sander.
* Raise sander high enough so truck can back under and remove stands.
* With tailgate removed, back under sander with help from a spotter.
* Lower sander into truck, ensuring it is centered in truck box, unhook sander winch.
* Attach both chinches; 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. Turn on PTO and control box.
* Drive forward slowly. Go over sander operation.
* Have helper check sander spinner and conveyor operation when driving away.
* Turn off PTO and control box.

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 spotter back into sander rack.
* Hook up sander winch to sander. Raise sander and drive ahead slowly.
* Place stands under sander and lower sander.

**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 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 clarifications**

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| **Revised:** | **Approved by: Brain Denbigh** |