

**PURPOSE**

Moving vehicles and equipment are a potential source of serious harm to people and damage to property. Fatalities have occurred in our industry when spotters have been run over or crushed by the vehicle or equipment they were spotting for. The purpose of this Safe Work Practice is to provide guidance on how to safely execute the task of spotting and what the driver and spotter’s duties are. Certain site owners/Prime Contractors may have their own specific backing/spotting standards, which should be used in conjunction with this Safe Work Practice.

**PPE**

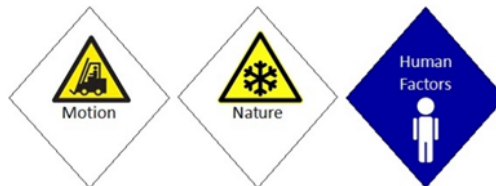
- Strike Minimum Requirements

**TRAINING**

- Strike Vehicle and Equipment Spotter Training (online or in group)

**HAZARDS & CONCERNS**

- Crush points
- Personal injury/death
- Contacting equipment
- Collision
- Other Traffic



**PRECAUTIONS**

The use of spotters is different for various pieces of Power Mobile Equipment and may require special mentoring prior to general task assignment of workers (e.g., a basic knowledge of SWP 44 Mechanical Mobile Equipment Operations is key for spotters). Some key considerations for all spotters and operators include:

- Ensure that when backing or moving equipment in congested areas spotter(s) are assigned and utilized.
- Spotters must work with equipment in congested areas until the task is completed in case equipment requires repositioning.

**Driver/Operator**

**THE DO’s:**

- DO** Plan a path that minimizes the distance required to travel in reverse (pull through parking preferred) and discuss with spotter.
- DO** Designate a spotter.
- DO** Discuss and review signals with spotter (see signals below).
- DO** Consider what speed setting (slow/fast idle) the equipment should be set at for the task in order to effectively control the movements (e.g., slow in congested work areas).

- DO** Utilise additional spotters in congested areas for all moving components of equipment (e.g., outriggers, counterweights, booms, etc.).
- DO** Get out and look for hazards in the path of travel if a spotter is unavailable.
- DO** Stop all movement anytime the spotter is repositioning.
- DO** Drive past the spot and look before backing into it.
- DO** Reverse at a speed that is no faster than walking.
- DO** Exercise caution when moving a vehicle/equipment in reverse.
- DO** Stop backing up immediately if:
  - The spotter is no longer visible.
  - An emergency stop is signaled by anyone in the area.

**THE DON'Ts**

- DON'T** Use mobile phones, headphones, radio or other items which could pose a distraction during activities.
- DON'T** Proceed until a visual inspection of the desired path has been completed.
- DON'T** Speed or drive in an unsafe manner.
- DON'T** Take direction from anyone other than the designated spotter.
- DON'T** Resume backing up after an emergency stop until the reason for the stop has been remedied.

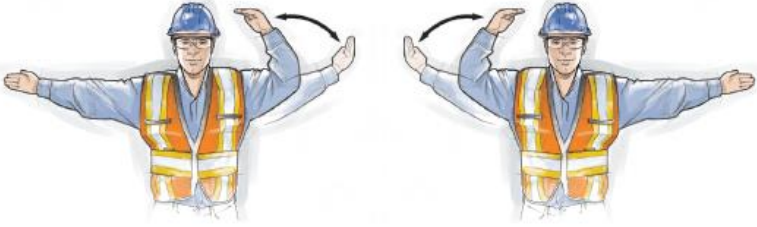
**Spotter****THE DO's:**

- DO** Wear high visibility clothing on the work site and when spotting for mobile equipment.
- DO** Position yourself where you can see the driver in the driver's mirrors (driver's side mirror is preferred).
- DO** Stand in an area that is clear of the object and the equipment's swing path while still maintaining clear line of sight (e.g. boom of outrigger, counterweight, etc.).
- DO** Assess path and identify potential hazards.
- DO** Position yourself in a way to keep a clear view of the intended path.
- DO** Use the agreed upon signals to communicate with the driver (see signals below).
- DO** Immediately stop the driver if any person or object enters the intended path.
- DO** Stop the driver when you must change position or move to a better position.
- DO** Be aware of blind spots.
- DO** Be aware of crush points and protect yourself.

**THE DON'Ts**

- DON'T** Position yourself in the path of the vehicle/trailer or equipment.
- DON'T** Allow equipment to continue moving if your line of sight becomes obstructed by structures or equipment.
- DON'T** Use mobile phones, headphones or other items which could pose a distraction during activities.
- DON'T** Walk backwards when spotting. Position yourself in one place and stop the operation to reposition yourself as needed.


**← TURNS →**



Point one arm to indicate the direction to turn.

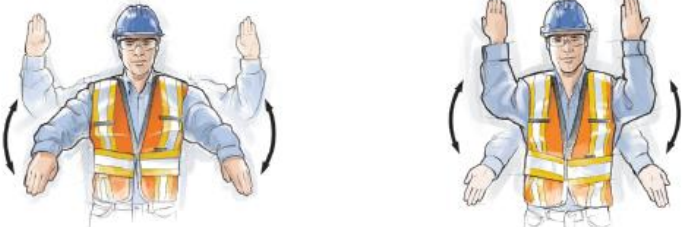
Bend monitoring arm repeatedly toward head to indicate continued turning.

**DISTANCE TO STOPPING POINT**



Face palms forward, with hands above head. Bring elbow forward and hands together.

**FORWARD**      **PROCEED SLOWLY**      **BACKWARD**



Always face palms in direction of desired travel.


Then bend both arms repeatedly toward head and chest, and then extend.

**CLEAR TO LEAVE AREA**




Point at the driver and gain eye contact.

**STOP**      **EMERGENCY STOP**



Cross both arms above head.

Start with hands clasped over head. Extend downward repeatedly until vehicles stops.



Turn and extend arms in desired direction.



**REFERENCES / ADDITIONAL INFORMATION**

- SWP 21 - Working/Traveling Alone
- SWP 28 - Driving and Journey Management
- SWP 44 - Mechanical Mobile Equipment Operations

**REGULATIONS**

**Alberta OHS Code**

- Part 18 Personal Protective Equipment,
- Part 19 Powered Mobile Equipment

**Saskatchewan OHS Regulation**

- Part 8 Safety Headgear

**British Columbia OHS Regulation**

- Part 16 Mobile Equipment

**Manitoba OHS Regulation**

- Part 22 Powered Mobile Equipment

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Developed by:	1. <u>HSE Department</u>		Date:	<u>August 8, 2016</u>
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