

Parking/Relocating Vehicles

<b>Facility:</b>	<b>Written By:</b>	<b>Approved By:</b>	<b>Date Created:</b>	<b>Date of Last Revision</b>

<b>Hazards Present:</b>	<b>PPE or Devices Required:</b>	<b>Additional Training Required:</b>
Pinch points	CSA foot wear	
Driven over	High Vis Vest	
Vehicle Collision		

**Safe Work Procedure:**

- 1) When relocating vehicles trucks, mobile cranes, forklifts always have a second person/spotter present for guidance if at all possible
- 2) Spotter must maintain eye contact and or verbal communication during relocation
- 3) **If a spotter is not possible put the vehicle in park and get out and walk around it to make sure the area is clear**
- 4) Check where you are backing into to make sure it is safe to do so
- 5) Get back into the vehicle and release the park brake
- 6) Sound the horn twice to warn anyone in the area you are going to back up
- 7) While watching your mirrors slowly back up
- 8) **If backing up to something, stop once you are close and get out to see how close you are**
- 9) **If you need to back up more do so**

***If an emergency situation occurs while conducting this task, or there is an equipment malfunction, engage the emergency stop and follow the lock out procedure***

**REPORT ANY HAZARDOUS SITUATIONS TO YOUR SUPERVISOR**

<b>Guidance Documents/Standards:</b> MB Workplace Safety & Health Act & Regulations:	This Safe Work Procedure will be reviewed any time the task, equipment or materials change and at a minimum of every three years
	Reviewed By WSH Committee:  Date: