

# STANDARD OPERATING PROCEDURE

**Wash Ramp Use**

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Original Approval Date: Mar 24, 2010

Revision Number: 3

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## WASH RAMP USE

						
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*The following is a step-by-step procedure on how to complete a specific task or meet a facility specific requirement. Standard Operating Procedures (SOPs) are written for all identified critical tasks. By virtue of the hazard or complexity associated with critical tasks it is paramount that the SOP be followed as written. SOPs contain a listing of high-level hazards associated with the task, for detailed hazard analysis reference the applicable Task Hazard Assessments. SOPs do not replace the requirements contained in the company Standards, Codes, and Processes nor does it replace the need to comply with required legislation. Section 8.0 references documentation that the worker shall understand before work commences.*

## 1.0 PURPOSE

- To establish a company standard to safely and effectively carry out work as it applies to using a wash ramp to clean vehicles.

## 2.0 SCOPE AND APPLICATION

- This document applies to all company Heavy Construction Mining operations. Ensure all site specific requirements are being met or exceeded before performing the task.

## 3.0 HAZARDS AND CONTROLS

- Driving vehicle off the ramp.
  - Driver will use slow speed and controlled movements with vehicle at all times.
  - A spotter must be used when driving vehicles on and off ramp and in any congested areas.
  - Driver must follow the signals of the spotter and must stop the vehicle if they lose sight of spotter.
  - Spotter is responsible for ensuring vehicle is guided safely onto ramp.
  - Ramp tracks must be clean before the vehicle enters the ramp so that the side and end plates will capture the wheels.
- Ramp becoming unstable.
  - Ramp must be set up on stable, clear ground so that it is sitting level and cannot tip over.
  - Spotter is responsible for ensuring the vehicle is positioned properly on the ramp and its weight is distributed evenly.
  - Do not exceed maximum weight capacity of ramp.
- Uncontrolled movement of vehicle while on ramp.
  - Park brake must be applied while on the ramp and wheel chocks must be used (standard transmissions will be placed in 1<sup>st</sup> gear). Vehicles will be shut off for washing.
- Vehicle contacting spotter.
  - Spotters will stand out of the line of fire while spotting vehicles.
  - Drivers will operate the vehicle in a safe and controlled manner with slow speed.
  - Drivers will stop vehicle if they lose sight of spotter.

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- Personnel falling off ramp.
  - Adequate fall protection (i.e. guardrails) must be used at heights when over six (6) feet.
  - Personnel to use caution when walking on slippery ramp.
- Water and debris contacting steamer and personnel in area during steaming / washing.
  - Personnel must be clear of area when washing / steaming vehicle.
  - Do not point nozzle at personnel.
  - Direct the water onto surfaces at an angle so it does not blow back.
  - Release trigger when changing positions.
  - Place nozzle in openings before activating.
- Personnel striking head on underside of vehicle.
  - Regularly clean put under the ramp to keep the maximum clearance and to ensure the ground is even.
  - Use caution; keep eyes on task and path to judge clearances.
  - Use additional lighting as required.
- Personnel slipping or tripping in area.
  - Maintain work area. Use sand in slippery conditions and clean slop away from area.
- Unauthorized access to ramp.
  - Use signage and or flagging across ramp entrance when not in use, to prevent unauthorized access.

## 4.0 CHECKLIST

- Attend all preparatory meetings (IE: daily PSI; job scope; review of JSA's and SOP's for the job).
- Complete FLRA cards before starting the work.
- Ensure all personnel involved in the task are aware of the hazards and the controls to be used, as identified in the SOP's; JSA's; and FLRA's.
- Conduct a pre-job inspection of all equipment to be worked on and tools to be used.
- Standard of Training required for working on this job: On-the job training.**

## 5.0 DEFINITIONS

### 5.1 Company

Means North American Construction Group Ltd. (NACG) and all directly or indirectly owned subsidiary companies, including joint ventures.

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## 5.2 Company Personnel

Includes the Company's employees, officers, directors, agents, associates, consultants/contractors, temporary employees and third-party processors.

## 5.3 HSE

Refers to the Health, Safety & Environment department

## 6.0 PROCEDURE

- 1) Complete a hazard assessment (i.e. FLRA) for the task. Follow up with supervision if unsure of task or if hazards are outside of the worker's control.
- 2) Clean the ramp tracks before driving a vehicle on. Ensure the approach to the bottom will allow the front bumper to clear the ramp and the front wheels will not be wedged at the base. Freezing conditions may make this hard, but do not leave material on the ramp that will cause the tires to slide or drive over the edge.
- 3) Clean out under the ramp to allow good footing and maximum head clearance.
- 4) A spotter is required while driving up the ramp because the driver cannot see the ramp while seated in the vehicle.
- 5) The spotter will communicate with the driver what signals will be used to instruct the driver during the approach. The spotter will stand at the top of the wash ramp in a place where he/she is not in the line of fire and is visible to the driver at all times.
- 6) The spotter will guide the driver up the ramp. The driver must follow the spotter's instructions and must stop if they lose sight of the spotter. Driver will use slow speed and drive the vehicle in a controlled manner.
- 7) Once at the desired location, the truck will be put into park with the park brake applied and turned off (standard transmissions will be placed in 1<sup>st</sup> gear). Driver will exit that cab and the ramp for all washing activities.
- 8) Spotter will place wheel chocks behind wheels and lockout vehicle following the 950C-C-028 Hazardous Energy Isolation Code.
- 9) Wash vehicle.
  - a. Start with the back of the undercarriage, working forward.
  - b. Go to the rear end from the outside of the ramp to get those areas not accessed from beneath.
  - c. Go back under to do the front end: wheels, steering linkage, etc.
  - d. Do the wheel wells while the vehicle is still on the ramp.
- 10) Remove vehicle from ramp.
  - a. Spotter to remove wheel chocks.

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- b. Spotter will stand in a position at the top of the ramp visible to the driver but out of the line of fire.
- c. Driver will enter cab, press service brake (remove standard transmission from 1<sup>st</sup> gear), start truck, release park brake and move transmission to reverse.
- d. Driver will follow the directions of the spotter and reverse the truck down the ramp using slow speed and controlled movements.

11) Once on level ground, repeat steps 7 & 8 and wash remaining parts of vehicle (body, under the hood and the box).

## 7.0 NOTES

If this task is to be done by a method different than described in this SOP, the work must **STOP** and the alternate method must be **DOCUMENTED** with an adequate hazard assessment tool such as a JSA. The document must be **APPROVED** by a supervisor before such procedures are implemented.

## 8.0 REFERENCES

- 950C-C-028 Hazardous Energy Isolation Code
- 960C-SOP-600 Operating Stationary and Mobile Pressure Steam Washers

## 9.0 APPENDICES

There are no appendices.