

STANDARD OPERATING PROCEDURE

Spooling Cable onto Dozer Winch

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Page 1 of 4

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SPOOLING CABLE ONTO DOZER WINCH



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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 spooling cable onto a dozer winch.

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

- Not qualified and/or trained to operate equipment.
 - Only trained and qualified personnel will be permitted to operate the dozer.
 - Supervisors are responsible for ensuring that all operators are adequately trained and demonstrate competence before using the dozer.
 - Always consult the manufacturer's instructions for proper procedures when spooling cable onto the dozer's winch.
- Broken wire rope strands causing cuts, punctures, and/or lacerations to the hands and other body parts.
 - Keep your hands clear of the cable. If handling the cable is unavoidable, use the hand-over-hand technique rather than allowing the cable to slide through your hands.
 - Always wear site-approved gloves when handling cables. At a minimum, double-palmed leather or Kevlar gloves must be worn.
 - Maintain a safe distance from any moving cable. Never straddle, jump over, or stand on a moving cable.
- Rotating and moving parts causing personal injury and/or property damage
 - Operate controls slowly and ensure that all ground personnel are clear of any rotating and/or moving parts before proceeding.

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Spooling Cable onto Dozer Winch		Document Number: 960C-SOP-003
Original Approval Date: DEC 02, 2009	Revision Number: 4	Page 3 of 4
Latest Revision Date: APR 04, 2025	Next Revision Date: APR 04, 2028	Document Approval Level: 4

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- Establish a clear communication plan with workers, utilizing spotters or signal persons as needed to ensure effective communication throughout the task.
- Never position your body in the line of fire and maintain a safe distance from any moving or rotating parts.
- Ensure all personnel are aware of the Live Work procedures and remove unnecessary personnel from the area. Refer to 960C-SOP-111 Live Work for specific guidelines.
- Always prioritize the most secure level of isolation and conduct Live Work only as a last resort.
- The work area must be properly flagged and/or barricaded to prevent unauthorized access.
- Avoid wearing baggy or loose-fitting clothing that could get caught in equipment.
- Tie back long hair and remove all jewelry before engaging in work.
- Uncontrolled movement of dozer causing personal injury:
 - Park the dozer on flat, level ground and ensure all implements are grounded prior to starting work.

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.

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

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Spooling Cable onto Dozer Winch		Document Number: 960C-SOP-003
Original Approval Date: DEC 02, 2009	Revision Number: 4	Page 4 of 4
Latest Revision Date: APR 04, 2025	Next Revision Date: APR 04, 2028	Document Approval Level: 4

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5.4 Live Work

Powered mobile equipment is fully functional (work performed without hazardous energy sources isolated). A Live Work Checklist must be completed prior to the task to identify the hazards and additional controls required. The checklist is to be reviewed and signed by all personnel involved in the work.

6.0 PROCEDURE

1. Supervisors are responsible for ensuring that all operators are properly certified and qualified to operate the dozer. The certifications must be current and valid.
2. The Supervisor will review the task with the workers involved, and each worker will complete an individual hazard assessment (e.g., FLRA) and sign off on it.
3. When approaching equipment, always adhere to the guidelines outlined in 962C-SOP-042 "Approaching Equipment" to ensure that safe procedures are followed.
4. Flag and tag the work area to clearly identify potential hazards and establish safety boundaries, ensuring that all personnel are alerted to the presence of risks.
5. Carefully lay the old cable on the ground. It should be disposed of in a manner consistent with site-specific procedures (e.g., cutting, spooling, or coiling as necessary).
6. Verify that the new cable is appropriate for the intended use and meets all relevant safety and operational specifications.
7. Remove the wrapper from the coil of cable, then proceed to lay the cable out with the bell end positioned at the winch.
8. Ensure the bell end is properly seated in the drum. Arrange the cable so that the lay of the coil matches the lay of the drum to prevent unnecessary looping or kinks. Do not allow the cable to crosswind.
9. During cable deployment, refrain from placing your hands on the cable as it is drawn in. If you must handle the cable, utilize a hand-over-hand technique to prevent the cable from sliding through your hands.
10. Once the cable transfer is complete, ensure all old cables and materials are promptly collected and disposed of according to site-specific protocols.
11. Once all tasks are completed, verify that the dozer is safely ready to return to operational use.

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.

STANDARD OPERATING PROCEDURE

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Revision Number: 4

Page 5 of 4

Latest Revision Date: APR 04, 2025

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8.0 REFERENCES

- Alberta Occupational Health and Safety Act, Regulation and Code - Part 15, Section 212 (2) Managing the Control of Hazardous Energy – Isolation.
- Alberta Occupational Health and Safety Act, Regulation and Code - Sections 299 & 300 Rope Wound on Drum.
- Alberta Occupational Health and Safety Act, Regulation and Code - Part 3 Section 12 – Following Specifications
- Alberta OH&S Part 21, Section 292 – Safety Factors.
- 960C-SOP-004-Flagging and Tagging
- 962C-SOP-037 Securing Disabled or Parked Equipment
- 960C-SOP-111 Live Work
- 962C-SOP-042 Approaching Equipment

9.0 APPENDICES

- No appendices.