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Safe Job Procedures

Name of Job: Fuelling Vehicles	Development Date: March 30th, 2011	Developed By: CSNS
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Possible Hazards Present

Eye injury	Fire/Explosion	Skin exposure	Inhalation of hazardous vapors
Burns			

Personal Protective Equipment (PPE) and Devices Recommended

Steel toed boots	Eye protection	Hand protection	
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What is a proper safe job procedure to follow?

- Bring the vehicle to pump – ensure the side of the vehicle with tank access is closest to the pump
- Shut off ignition, extinguish any smoking material, leave cell phone in vehicle
- Remove fill cap
- Insert nozzle in to tank and flip pump lever to the “on” position
- Fill until desired quantity is obtained or until click is heard to indicate a full tank and then turn lever to the “off” position
- Place nozzle back on holder and replace the fill cap
- Wash any excess material off of hands promptly

Please note: This document is for information purposes only as a guide. The safe job procedures (SJP) and safe work practices (SWP) created for your workplace should reflect your organizations processes, equipment and hazards as identified by a hazard analysis. Construction Safety Nova Scotia does not assume responsibility for the use of information in this document. If assistance is needed to complete a SWP and SJP for your organization please contact CSNS member services at constructionsafetyns.ca or 1.800.971.3888.