**Safe Job Procedures**

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| Name of Job:  **Vehicle Daily Maintenance** | Development Date:  **March 30th, 2011** | Developed By:  **CSNS** |

**Possible Hazards Present**

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| Equipment failure | Collision | Pinch points |  |
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**Personal Protective Equipment (PPE) and Devices Recommended**

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

* Walk around machine to check for damage, vandalism or any loose or worn parts.
* Check engine for:
  + Any frayed or damaged belts
  + Any damaged or leaking hoses
  + Engine mounting bolts are in place, tight and not damaged
* Check all fluid levels (some fluids may require engine to be on, check manufacturers recommendations)
* Get into vehicle, using 3 point contact. Check for fire extinguisher and first aid kit.
* Turn on engine.
* Check all gauges. Ensure that:
  + Oil pressure is normal
  + Temperature is normal
  + Hydraulic pressure is normal (if applicable)
* Put machine in reverse to ensure back up alarm is working
* Do another walk around to check all lights, get assistance if required
* Check brakes are working when pulling away to drive
* Proceed to job