Follow Posted Speed

Limit Signs



#### Procedure summary

This procedure describes safe traffic flow and pond access for operations at the IABR in Columbus, NM.

\*\* Delivery vehicles will proceed in the most convenient direction of travel for a safe and efficient offloading of materials. Staging chemicals using forklift, or pump set up may also require alternate routes. These cases will be addressed as they present themselves.\*\*

#### **Related Procedures**

## Procedure impacts and concerns

Safety In order to maintain vehicle awareness, the horn must be

honked before moving any vehicle: Twice to move forward and

three times when moving in reverse.

A spotter must be used when moving F-450 in reverse. All operations will require radio for communications. Follow all safety precautions associated with specific daily tasks..

Quality N/A
Delivery N/A
Environmental N/A
Cost N/A

Compliance Compliance with OSHA's Hazardous Waste Operations and

Response, and Hazardous Communication Standard in addition to the Sapphire Energy, Inc. Chemical Hygiene Plan is required where applicable. See 29 CFR 1910.120 and 1200. An AUL list, MSDSs and label information will be available for easy

reference in a binder in the administration building

### Responsibilities and owners

Document OwnerManage content and distributionLeo WillisProcess OwnerResponsible for content and process validationRebecca WhiteSite ManagerResponsible for implementation and conformanceRebecca White

# Process

### **Process description**

This procedure describes travel regulations for on-site access roads including speed and direction of travel for all vehicle use. It also explains how to approach ponds and fenced pond access points for daily operations.

### Process diagram: Work Instruction



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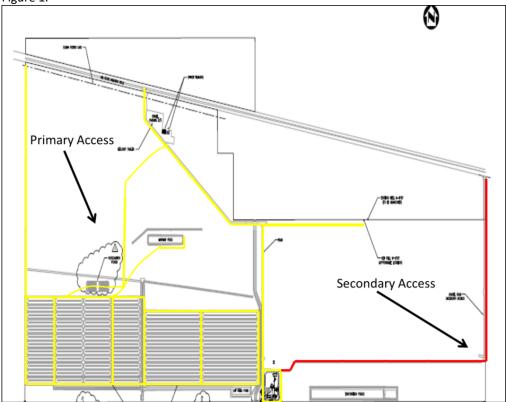


### **Process steps**

### 2.3.1 Access Roads: Figure 1.

2.3.1.1 The figure below outlines primary and secondary onsite access roads. The primary access roads will be used for daily operations. The secondary access road will be used as needed or in an emergency situation.

Figure 1.



## 2.3.2 Speed Limits

2.3.2.1 Travel at posted Speed Limits; posted speed limits are 20 mph.

### 2.3.3 Pond Approach

2.3.3.1 All vehicles must remain on primary access roads, and operator must exit the vehicle to perform tasks at individual ponds.

2.3.3.2.Driving East/West or West/East is restricted

- to small vehicles (i.e. Toro/gator),
- for specific tasks requiring staging of pumps (i.e. Quadna /Wagner), staging or removing materials using forklifts (i.e. super sacks or pallets of sand bags etc.) or
- If there is a block in the main access road.

## 2.3.4 Fenced Pond Access Points: Figures 2-4.

2.3.4.1 Fenced ponds include: Harvest Return Pond (HRP), DAF Feed Pond (DFP) and Evaporation Basins (Evap).

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Figure 2: Harvest Return Pond (HRP)

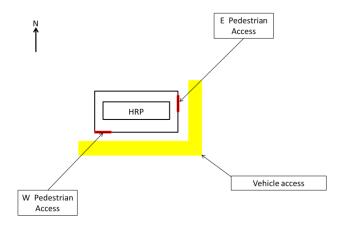


Figure 3: DAF Feed Pond (DFP)

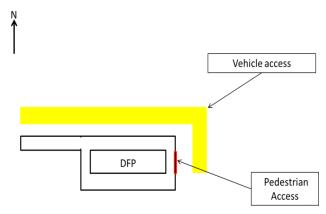
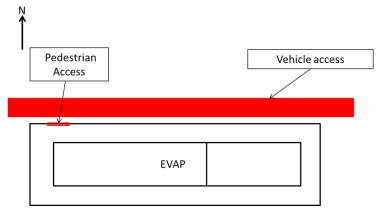


Figure 4.



# 2.3.5 Exiting Vehicle

2.3.5.1 Park vehicle on access road

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2.3.5.2 Enable parking (emergency) brake

2.3.5.3 Leave keys in vehicle

2.3.5.4 WALK to pond of interest and begin task

		locuments	

Input documents

**Output documents** 

Document control

# **Revision history**

R0 – Initial Release – Adriana Rascon	03/15/2012
R1 – Adriana Rascon	07/06/2012
R2- Adriana Rascon	09/05/2013
R3- Leo Willis	08/26/2014

Document approval

Document reviewers

Risk analysis

<Risk name> <Mitigation plan> <Owner> <RPN>

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