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| Description: Description: Description: cid:image001.jpg@01CB5F1D.A4AD4420 | **STAFF HANDBOOK**  **VEHICLE MOVEMENT** | Doc: SH-018 |
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in00307_When working in any area where vehicles or mobile plant are moving, observe these rules:

* Wear a high-visibility vest
* Plant and vehicles may only be operated by persons with the proper authority & license.
* Do not assume that you can be seen by drivers of plant or vehicles
* Observe speed limits and traffic rules.

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* When reversing trucks, use a spotter. Ensure audible alarms are working.
* Secure loads so they cannot fall.
* Approved vehicles with sufficient seating and seat belts must be used to transport personnel.
* Personnel must not ride or travel in the back of trucks or any vehicle not licensed to carry passengers.
* When transporting personnel, drivers should:
* Conduct a pre start safety checklist on the vehicle
* drive defensively and obey traffic rules and road signs
* never allow passengers to ride with their arms outside the vehicle
* only start the vehicle after all seat belts are fastened
* persons should only get on or off the vehicle when it is stationary
* tools, plant or gear should be stored in a compartment separate from passengers, i.e. compartments that are designed for storage and transportation and are separate from where personnel are seated. All items in this compartment should be secured against movement
* ensure that exhaust fumes do not enter the passengers’ compartment.