

Worksite: Squamish Terminals	Approved By: H&S Committee	Date Issued: July 21, 2021	Full Procedure Reference: PRO-033, version 1.0
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Key Site Safety Requirements:	Personal Protective Equipment (PPE)
<ul style="list-style-type: none"> • Wear required PPE • Attend Tool Box talk - mandatory • Site Speed Limits 20km on dock, 10km in sheds • Seatbelts mandatory • No use of electronic devices while in active working areas • No smoking on site (designated area only) • Drug and Alcohol use strictly prohibited 	<ul style="list-style-type: none"> • Hi-viz Vest • Safety Boots (6") • Type 2 Hard Hat (while on vessel; under boom; working around reach stacker; under raised forks) • Eye protection, hearing protection, gloves - recommended • Dust mask – if needed

Job Hazards Present:

- Slips, Trips, Falls on slippery / uneven surfaces.
- Pedestrians exposure to being struck by site traffic
- Site vehicles / materials handling equipment striking other vehicles or stationary obstacles / equipment.
- Poor ergonomics overexertion, musculoskeletal injuries (laboring, rigging, lifting, banding, pulling, pushing)
- Falling objects (equipment, cargo, debris, broken equipment, tools) – risk of being struck or crushed
- Overhead hazards – hook, frame, slings, cargo, equipment, gear
- Moving cargo - Collapsing load - risk of being struck or crushed
- Bag loops failure – crushed by cargo
- Materials handling equipment - unstable load – tipping/rolling
- Pinch Points, Sharp edges / slivers
- Exposure to elements (wind, sunburn, heat index, cold, Dust)

Procedure – Bagged Tires Receiving from Vessel

1. Crew is dispatched to the “starting area”. Foreman review bagged tires receiving operational plan with the crew to ensure the crew understands operation, safety and PPE. Depending on the volume of bagged tires there may be more than one “starting area”;
2. The bagged tires are off-loaded from the vessel onto tractor trailers, or direct to dock;
3. If delivered to dock, lift truck will collect bagged tires and move to storage location;
4. Slingmen to ensure to make eye contact with lift truck operator prior to moving in;
5. Slingmen are to hook bags up to forks through the loops. If unable to reach safely use a blunt pike pole or canary;
6. If bagged tires are in frames, ladders or walkways must be used to allow bag loops to be hooked up
7. If bagged tires are in metal frame, bag loops are hooked to forks, frame must not be used for lifting;
8. When possible, ensure that dockmen are standing on opposite side of lift truck – STAY OUT OF THE BIGHT;
9. The bagged tires are delivered to the storage area by the tractor trailers / lift truck /Reachstacker.
10. If delivered by trailer, a forklift with a lifting head parks with the lifting head over the bagged tires.
11. A Dockman feeds the slings through the lifting loops on the bags.
12. The Forklift Driver raises the load, tilts back, backs away from the trailer and drives to the storage area.
13. The Forklift Driver lowers the load in the appropriate storage area and the Dockman disconnects one side of the lifting slings so the Forklift Driver can drive away for the next load.
14. This procedure is repeated until the cargo is unloaded from the trailer.
15. If delivering by forklift only, driver goes to appropriate storage area, sets bags down gently and backs away watching as forks come out of the loops. If required, dockman will hold loops so forks can slide out. Dockman and driver to keep eye contact and dockman to stay out of the bight.
16. If a bag fails, tires should be collected up and placed in a new bag or set aside. Any bag failures should be reported to the Foreman and Superintendent.

Damage

Watch for and report:

- Torn bags
- Exposed tires
- Damaged loops
- Open bags
- Excessively worn bags
- Damaged frame
- Any other potential damage

Stockpiling

- Bagged tires in frames are not to be stacked.
- Bagged tires without frames only to be stacked more than 1 high if stable enough and safe to do so.
- If needed for stockpiling, Bags can be loaded bag on bag, bag on frame but not frame on frame.

