

## SAFETY MEETING TOPIC: Use of a Spotter

OSHA Standard: 1926.601(b)(4) Backing Alarms and Backing Procedures

Our facilities service a full range of different sized vehicles. Although our engines essentially fit inside these different sized vehicles, these vehicles may have trouble fitting into our service facilities. Whenever moving a vehicle in a direction with an obstructed view, or if the vehicle has extended components (such as a boom on a crane) a spotter will be used. This applies when moving vehicles in and out of the facility and around outdoor parking areas. Blind backing is inherently dangerous at our branches as employees, customers, tight areas, and materials may be encountered everywhere.

Good practice dictates that backing of vehicles should be avoided, whenever possible. Routes of travel should be planned and easy exit parking spaces selected to avoid backing. As this is not always practical, especially in our service bays, the following responsibilities should be followed to avoid an incident:

### Driver Responsibilities:

1. Bring the unit to a complete stop. Never be in a hurry when backing or moving vehicles.
2. Roll window down completely
3. Make visual and verbal contact with the spotter. If you cannot see or hear the spotter, do not backup!
4. When backing, the driver and spotter must establish and continue eye contact in the left rear view mirror at all times. The driver shall immediately stop if he or she loses sight of the guiding employee and shall exit the vehicle to establish the spotter's location.
5. The spotter shall use hand signals to indicate it is safe for movement in a certain direction. Verbal commands alone are not adequate.
6. The driver gives a two blast warning on the horn just prior to backing.
7. When parking a vehicle that later must be backed, the operator may place a cone behind the vehicle to maintain clearance and serve as a reminder to check behind the vehicle before backing.

### Spotter Responsibilities:

1. Conduct a "circle of safety" and survey the backing area and all other sides of the vehicle checking for hazards. Before proceeding to back unit, being sure to also check the overhead clearance.
2. Communicate any observed hazards to the driver.
3. Place yourself eight to ten feet to the left rear of the unit.
4. Establish visual and verbal contact with the driver and continue eye to eye contact. When backing, continue eye to eye contact in the left rear view mirror at all times.
5. Stop the driver if any hazards are observed or if you are uncertain of the direction that the driver is maneuvering.