



Rebar Loading and Truck Loading Procedure

Viking Reinforcing Ltd. – Fabrication Yard Operational Procedure
Loading Reinforcing Steel onto Transport Vehicles – Parksville, British Columbia

Document Control

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Activity	Rebar Loading and Truck Loading
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Prepared By	Derek Sanderson, MBA, CISSP
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1. Purpose

This procedure establishes the safe operating requirements for loading reinforcing steel onto delivery trucks and flatbed trailers. The objective is to prevent struck-by injuries, falling loads, trailer fall hazards, and load securement failures.

2. Scope

This procedure applies to all Viking Reinforcing employees involved in loading reinforcing steel onto delivery trucks, trailers, or transport vehicles at the Parksville fabrication yard.

3. Responsibilities

Yard Foreman – Matt Warawa

- Coordinates loading operations and ensures safe work practices.

Chief Safety Officer – Dan Ansell

- Ensures hazard controls and procedures are implemented.

Forklift / Telehandler Operators

- Safely lift and place reinforcing steel bundles.

Truck Drivers

- Assist with load positioning and securement when required.



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4. Required Personal Protective Equipment (PPE)

Workers involved in loading operations must wear:

- Hard hat for loading and unloading only. Not required for yard production per WorkSafe.
- Safety glasses
- Cut-resistant gloves
- High visibility clothing
- CSA-approved safety boots

5. Hazards Associated with Loading Operations

Primary hazards include:

- Falling steel bundles
- Struck-by hazards from mobile equipment
- Trailer fall hazards
- Pinch points during load placement
- Manual handling strain injuries

6. Equipment Used for Loading

Common equipment used during loading operations includes:

- Forklifts
- Telehandlers
- Lifting chains or slings
- Flatbed trucks and trailers

7. Safe Loading Procedure

1. Inspect loading area and ensure it is clear of obstacles.
2. Verify truck is properly positioned and parking brakes engaged.
3. Confirm forklift or telehandler inspection has been completed.
4. Lift bundles carefully and maintain load stability.
5. Keep all personnel clear of suspended loads.
6. Place bundles evenly across trailer deck.
7. Ensure loads do not exceed trailer weight limits.
8. Maintain communication between operators and truck drivers.

8. Load Securement Requirements

All loads must be secured according to transportation regulations.

Chains, straps, or binders must be used to prevent load movement during transit.

Drivers must verify load security before leaving the yard.



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9. Prohibited Practices

Workers must not:

- Stand under suspended loads
- Ride on trailers during loading
- Lift loads beyond equipment capacity
- Enter loading zone without authorization

10. Emergency Procedures

In the event of a dropped load or injury:

1. Stop operations immediately.
2. Secure the area.
3. Provide first aid if required.
4. Report the incident using FORM-OHS-02 – Incident Report Form.

11. Records and Documentation

FORM-OHS-02 – Incident Report Form

FORM-OHS-12 – Equipment Pre-Use Inspection

LOG-OHS-01 – Workplace Inspection Log

REGISTER-OHS-02 – Corrective Action Register

12. Continuous Improvement

Loading incidents, near misses, and worker feedback will be reviewed to improve loading procedures and reduce material handling hazards.