



Mobile Equipment and Vehicle Safety Procedure

Viking Reinforcing Ltd. – Construction Site Operational Procedure
Safe Operation of Mobile Equipment, Vehicles, and Powered Industrial Trucks on Construction Sites
Applicable to All Viking Reinforcing Field Operations – British Columbia

Document Control

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Applicable Standard	ISO 45001:2018 Clause 8.1 – Operational Control
Jurisdiction	WorkSafeBC Occupational Health & Safety Regulation – Parts 16, 17 and 19
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1. Purpose

This procedure establishes safety requirements for Viking Reinforcing workers who operate mobile equipment and vehicles on construction sites. The objective is to prevent struck-by, crushing, rollover, and traffic incidents involving Viking-operated equipment and to ensure compliance with WorkSafeBC Occupational Health & Safety Regulation Parts 16 (Mobile Equipment), 17 (Transportation of Workers and Materials), and 19 (Electrical Safety and Overhead Power Lines).

2. Scope

This procedure applies to all Viking Reinforcing employees who operate or are passengers in any mobile equipment or vehicle on a construction site. Covered equipment includes, but is not limited to:

- Pickup trucks, service vehicles, and crew-cab transport vehicles
- Flatbed and tandem rebar delivery trucks
- Forklifts, telehandlers, and powered industrial trucks operated by Viking personnel
- Mobile work platforms (MEWPs) and scissor lifts where operated by Viking personnel
- Utility trailers and towed equipment



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- Any other mobile equipment Viking personnel are authorized to operate on a jobsite

This procedure works alongside SOP-SITE-03 (Working Around Heavy Equipment), SOP-FAB-08 (Forklift Operation), and SOP-FAB-09 (Telehandler Operation). Where a general contractor has site-specific traffic or equipment rules, those rules apply in addition to this procedure.

3. Roles and Responsibilities

VP Production – Chad Cowan

Ensures mobile equipment and vehicles assigned to Viking crews are fit for purpose, properly maintained, and operated only by authorized personnel.

Chief Safety Officer – Dan Ansell

Oversees operator qualification verification, pre-use inspection compliance, and investigation of any mobile equipment incidents.

Foreman – Danny L’Heureux

Coordinates site traffic plans with the general contractor, verifies operator authorization before work starts, and ensures spotters are used when required.

Operators

Hold current certification for the equipment operated, complete pre-use inspections, follow safe operating practices, and stop work when conditions are unsafe.

Crew Members and Passengers

Wear seatbelts at all times when provided, follow operator instructions, and avoid distracting operators during equipment operation.

4. Operator Qualifications and Authorization

No Viking worker shall operate mobile equipment or a vehicle on a construction site unless the following are in place:

- A valid, current certification appropriate to the equipment class (e.g., Telehandler, Forklift/Powered Industrial Truck, MEWP, Class 5 driver’s license), recorded in REGISTER-OHS-04 Worker Training and Competency Register.
- Documented site-specific orientation from the general contractor.
- Authorization by the Viking Foreman or designate for the specific equipment on the specific site.
- Medical fitness for duty in accordance with SOP-OHS-18 (PPE Procedure) and SOP-OHS-05 (Worker Training and Competency Procedure).

Operator certifications are verified before each mobilization and re-verified any time the assigned operator or equipment changes. Expired or unverified certifications disqualify the operator from operating the equipment until re-certified.



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5. Pre-Use Inspections

A pre-use (circle check) inspection must be completed and documented on FORM-OHS-12 Equipment Pre-Use Inspection Form before mobile equipment or a vehicle is placed in service each shift. At minimum the inspection covers:

- Tires, wheels, and fasteners
- Brakes, parking brake, and steering
- Lights, horn, backup alarm, and mirrors
- Seatbelt condition and operation
- Hydraulic lines, leaks, and fluid levels
- Fire extinguisher (where required by jurisdiction)
- Attachments, forks, rigging, and load-handling devices
- ROPS/FOPS (rollover and falling-object protection) structures, where fitted
- Windshield, wipers, and visibility aids

Defects that affect safe operation result in immediate red-tag removal from service in accordance with SOP-OHS-17 Lockout Tagout Procedure and FORM-OHS-14 Red Out-of-Service Tag. Maintenance actions are recorded in LOG-OHS-05 Equipment Maintenance Log.

6. Required Personal Protective Equipment

When operating or working near mobile equipment on a construction site, workers must wear:

- Hard hat (where required by the general contractor)
- High-visibility clothing (Class 2 or Class 3 as required by site)
- CSA-approved safety boots (Grade 1, puncture-resistant)
- Safety glasses or equivalent eye protection
- Hearing protection where noise exposure exceeds 85 dBA
- Gloves appropriate to the handling task
- Seatbelt at all times in any equipment equipped with one

7. Hazards Associated with Mobile Equipment Operation

Common hazards include:

- Tip-over and rollover on soft, sloped, or uneven ground
- Struck-by to pedestrians and other workers, particularly in blind spots
- Crushing between equipment and fixed objects or structures
- Falling loads and unsecured materials
- Contact with overhead power lines or underground services
- Reduced visibility due to weather, dust, or lighting
- Loss of control due to brake failure, steering failure, or speed
- Fatigue, distraction, and rushed operation
- Interaction with other trades' equipment and site traffic



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8. Site Traffic Management

Before work begins, the Viking Foreman reviews the general contractor's site traffic management plan with the crew. The review addresses:

- Designated travel routes, one-way circuits, and parking areas
- Pedestrian exclusion zones and separated walkways
- Speed limits and site-specific posted limits
- Loading, unloading, and swing zones
- Signalling requirements, flaggers, and signage
- Overhead services and their required minimum approach distances

Where Viking operations create temporary traffic hazards (such as offloading rebar trucks), Viking crews coordinate with the general contractor to post signage, deploy spotters, and control pedestrian access.

9. Ground Conditions and Load Stability

Operators must verify ground conditions before operating on any surface. Before lifting or travelling with a load:

- Confirm ground is firm, level, and capable of supporting the loaded equipment.
- Avoid soft ground, backfill, trench shoulders, slopes exceeding equipment limits, and frozen or rutted surfaces where stability is compromised.
- Place outriggers and pads on firm ground where fitted.
- Do not exceed the equipment's rated load capacity as shown on the load chart.
- Keep loads low, centered, and secured for travel.
- Adjust for weather, wind, and reduced-visibility conditions.

10. Safe Operating Practices

Operators must follow these practices at all times:

- Wear the seatbelt whenever the equipment is in motion.
- Maintain eye contact with pedestrians and obtain acknowledgment before proceeding.
- Use the horn before starting motion and when approaching blind corners.
- Maintain three points of contact when mounting and dismounting.
- Keep speed appropriate to conditions, load, and site traffic rules.
- Travel with the load low and uphill when on inclines; reverse downhill with long loads.
- Shut down and secure the equipment before dismounting — park brake set, attachments lowered, key removed.
- Report any abnormal sounds, responses, or damage immediately.



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11. Passenger and Load Restrictions

Passengers are permitted only in seats designed and equipped for passengers. Riding on forks, load platforms, trailer hitches, tailgates, truck beds, or any location without a seatbelt is strictly prohibited. Loads shall not be transported over workers, and equipment shall not be used as an elevated work platform unless designed and rated for that purpose.

12. Reversing and Spotters

Reversing is a primary cause of struck-by incidents and requires specific controls:

- Back-up alarms must be audible and functional at all times.
- A spotter is used when visibility is obstructed, when reversing in congested areas, and when proximity to workers, structures, or excavations is less than equipment maneuvering distance.
- Operator and spotter establish agreed hand signals before work starts; the spotter uses a high-visibility wand or similar device.
- When communication is lost, the operator stops the equipment until contact is re-established.
- Two-way radios are used on large or noisy sites.

13. Overhead Power Lines and Underground Services

Minimum approach distances to energized overhead conductors are set by WorkSafeBC OHS Regulation Part 19, Table 19-1A. When any part of Viking mobile equipment could approach those limits, the Foreman requests an Assurance in Writing or a line de-energization / cover-up from the utility before work proceeds. Underground services are located and marked by the general contractor or the utility before any ground-disturbing equipment is deployed.

14. Coordination with the General Contractor

Viking mobile equipment operations are coordinated with the general contractor through the daily pre-task plan / FLHA process and, where applicable, through written lift plans (FORM-OHS-15). The general contractor's site-specific safety plan governs traffic control and takes precedence over this procedure where it imposes stricter requirements. See SOP-SITE-05 Site Coordination with General Contractor Procedure for coordination obligations and escalation paths.

15. Prohibited Practices

The following are prohibited at all times:

- Operating mobile equipment without current valid certification for that class of equipment
- Operating without a completed pre-use inspection
- Operating without a seatbelt where one is provided
- Carrying passengers in locations not equipped for passengers
- Reversing in congested areas without a spotter when visibility is obstructed



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- Working under suspended loads
- Using personal electronic devices while operating
- Operating while fatigued, impaired, or otherwise unfit for duty
- Exceeding rated load or rated speed
- Bypassing, defeating, or disabling any safety device, interlock, or alarm

16. Emergency Procedures

In the event of a mobile-equipment incident or near miss:

- Stop work and secure the scene. If the equipment is unstable, evacuate the hazard zone.
- Summon first aid per FORM-OHS-03 First Aid Treatment Report procedure. For life-threatening injuries, call 911 and notify the general contractor.
- Shut down, isolate, and lock out the equipment in accordance with SOP-OHS-17 Lockout Tagout Procedure.
- Preserve the scene for investigation; do not move the equipment unless required to render aid or prevent further harm.
- Notify the Foreman, Chief Safety Officer, and (for any serious injury, overturn, or structural failure) the general contractor immediately.
- Report using FORM-OHS-02 Incident Report Form and open an investigation under SOP-OHS-02.

17. Records and Documentation

FORM-OHS-02 – Incident Report Form

FORM-OHS-04 – Incident Investigation Report

FORM-OHS-06 – Hazard Assessment Form

FORM-OHS-11 – Worker Training Record

FORM-OHS-12 – Equipment Pre-Use Inspection Form

FORM-OHS-14 – Red Out-of-Service Tag

FORM-OHS-15 – Lift Plan (when applicable)

LOG-OHS-02 – Equipment Inspection Log

LOG-OHS-05 – Equipment Maintenance Log

REGISTER-OHS-02 – Corrective Action Register

REGISTER-OHS-04 – Worker Training and Competency Register

REGISTER-OHS-12 – Equipment Inventory and Maintenance Register

REGISTER-OHS-13 – Fleet Vehicle and Equipment Inventory

18. Continuous Improvement

Mobile-equipment incidents, near misses, inspection findings, and operator feedback are reviewed during monthly Joint Health and Safety Committee meetings and annual management reviews. Trends and repeat findings drive revisions to this procedure, changes to training content, and updates to pre-use inspection criteria.