1. All drivers shall be properly licensed.
2. Supervisors must verify that drivers are capable and qualified on each type of equipment before allowing the equipment to be operated unsupervised.
3. Drivers shall perform a pre-operational check of their equipment. Be familiar with operator's manual. Report all needed repairs promptly. Do not use any equipment that is unsafe.
4. Operators and passengers shall wear seat belts and or shoulder harnesses as provided.
5. Keep windshield, windshield wipers, side windows, and mirrors clean.
6. When mounting or dismounting equipment, use steps and handholds provided. Do not jump from vehicle.
7. No employee will be allowed to ride anywhere, except in the cab, when the vehicle is in motion, unless the vehicle is designed to accommodate an individual outside the cab.
8. Plan ahead to minimize or eliminate the need for backing. Always check to the rear before backing and use an observer when available. Make sure back up alarms are working properly.
9. Choose safest location possible to park equipment. Avoid parking in other equipment's blind spots.
10. Wear appropriate personal protective equipment consistent with the hazard.
11. Be aware of fire extinguisher locations on your equipment and make sure they are properly charged.
12. Operators should be aware of employees and others on foot in work zones.
13. Be aware of crushing and pinching hazards when installing, adjusting or removing tailgates. Get help or use machinery as necessary.
14. Make sure cargo is properly loaded and secured. Check for loose material on bed rails and chassis.
15. Truck speed should be adjusted for load and weather.
16. Be aware of overhead utility lines when spreading material.
17. When operating vehicle off the roadway, be aware of hidden objects in the grass and unstable terrain.
18. Never work under bed when raised without proper bracing in place.
19. Make sure tailgate is unlatched before raising bed for dumping and avoid dumping on unlevel terrain.
20. All items in the cab areas of the vehicle should be removed or secured in toolboxes. Because of extreme vehicle temperature, items such as aerosol cans, or any items whose contents are under pressure, should not be carried inside the cab area of the vehicle.

**IMPORTANT:** STAY IN THE CAB WHEN DUMPING LOAD!