

# A Safe Workplace

## A Workplace Safety and Health Manual for Your Community

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		Approved By: Harvey Bostrom
Subject: VLE-13	Operating a Tractor	Effective: April 01, 2005
		Revised: April 1, 2011

Refer to part 22 of *The Manitoba Workplace Safety and Health Act and Regulations*, Powered Mobile Equipment.

**PPE Required:** Safety glasses, hard hat, hearing protection, steel-toe boots and high visibility safety vest, emergency eye wash bottle

**Warning:** Check with utilities before any work begins  
Inspect the work area to check for hazards  
Appropriate operational fire extinguishers must be in tractor  
Only licensed personnel should operate a tractor on a road.  
Only competent persons allowed to operate heavy equipment.

### Steps:

1. Ensure the equipment has a rollover protective structure (ROPS) before operating. ROPS must meet SAE Standard J1042 (2003), Operator Protection for General-Purpose Industrial Machines. Contact the regional office regarding equipment that does not have ROPS or a structure that was not commercially manufactured.
2. Mount and dismount using *Getting On or Off Equipment Procedure* (section III-C, G-1).
3. Use *Starting Equipment Procedure* (section III-E, VLE-5) and warm to operating temperature.
4. While warming up, do a circle check of your tractor to ensure there are no leaks, damage or loose bolts etc.. Make sure it is ready for work.
5. Check hydraulics to ensure they are working properly.
6. Check all gauges, lights and the back-up alarm.
7. Check the operation of the bucket, tilting, raising and lowering. Complete pre-use inspection form or log book.
8. Proceed to work area, check steering and brakes as you go.
9. Maintain proper distances from other working equipment or workers.
10. Do not allow anyone near your bucket dumping area.
11. Do not allow any person near the place you are working unless absolutely necessary.
12. Check the tractor over when you have completed the job.

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13. Park the tractor in a safe area and lower hydraulic attachments.
14. Use the *Equipment Turn Off Procedure* (section III-E, VLE-4).
15. Set parking brake.
16. See *Powered Mobile Equipment Procedure* (section III-E, VLE-18) for general instructions to operate powered and mobile equipment.