

# A Safe Workplace

## A Workplace Safety and Health Manual for Your Community

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		Approved By: Harvey Bostrom
Subject: VLE-9	Changing Tires – Single Axle	Effective: April 01, 2005
		Revised: April 1, 2011

**PPE Required:** Steel-toe boots, safety glasses, hard hat, gloves and high visibility vest

**Preparation:**

1. Lock out vehicle as per *Lockout Procedure* (section III-C, G-11).
2. Set parking brake and block wheels.
3. Gather all necessary equipment and tools.
4. Ensure good lighting.

**Steps:**

1. Place wheel chocks in front of and behind inflated tires if equipped with hubcaps, remove with tire iron.
2. Place sound wood blocks under the jack.
3. Use the *Manual Lifting Safe Work Practice* (section III-F, SWP-1) when handling tires.
4. To avoid loss of control injuries, keep a firm grip on tire irons and other tools.
5. Loosen lug nuts but do not remove.
6. Jack up the vehicle so tire is off the ground, allowing sufficient space to place the tire onto the rim. Place blocks or axle stands under the vehicle.
7. Hit tire with mallet to break loose.
8. Remove lug nuts and tire.
9. Install new tire and lug nuts.
10. Tighten lug nuts evenly with a few turns alternating between all nuts until tight.
11. Remove axle stands or blocks. Lower vehicle with the jack until all the weight is off the jack and remove.
12. Remove wheel chocks and release parking brake. Remove lock.
13. After one trip, check and make sure lug nuts have not become loose.

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14. Transport used tires to the waste disposal site's used tire pile using the *Manual Lifting Safe Work Practice* (section III-F, SWP-1).