

**Safe Work Procedure Job Title or Task:  
Chemical Truck Unloads**

<b>Department/Area:</b>	<b>Approved by:</b>	<b>Date Created:</b>	<b>Review/Revision Date:</b>
Operators / Forklift Drivers	J. Sponarski	June 1 <sup>st</sup> 2024	June 1 <sup>st</sup> 2027

Potential Hazard – Risk for injury (check all that apply)		Personal Protective Equipment Required
<input type="checkbox"/>	Awkward/sustained postures	Head Protection
<input type="checkbox"/>	Forceful exertions	Eye Protection
<input type="checkbox"/>	Repetitive movements	Hearing Protection
<input type="checkbox"/>	Vibration	Face Protection
<input type="checkbox"/>	Compression	Hand Protection / gloves
<input type="checkbox"/>	Sharp points/edges	x Foot Protection - boots
x	Pinch points	Respirator / Fit Test
x	Materials falling	Body Protection- pants
<input type="checkbox"/>	Surfaces causing falls	High Visibility Apparel
x	Moving machinery	Other:
x	Chemicals	<b>Equipment &amp;/or tools required for task</b>
<input type="checkbox"/>	Biological pathogens	
<input type="checkbox"/>	Electrical	
<input type="checkbox"/>	Extreme heat/cold	
<input type="checkbox"/>	Noise	<b>Machine Safety Features:</b>
x	Combustibles/flammables	
x	Risk of falling	
<input type="checkbox"/>	Other	

Existing & Potential Hazards	Training/Reference info
<ul style="list-style-type: none"> <li>Damaged loads/pallets – examine before unloading</li> <li>Uneven Surfaces – Make sure there is no debris on the unloading pad or edges that could cause a rollover. If unloading in the winter make sure pad is free of ice, snow or drifts.</li> <li>Lack of space – Make sure you have enough space to maneuver safely.</li> </ul>	<input type="checkbox"/> Valid Forklift License

**Note:** Common signs and symptoms of a musculoskeletal injury (MSI) can include pain, burning, swelling, stiffness, numbness/tingling, and/or loss of movement or strength in a body part. Report these to your supervisor.

**Employers must ensure that workers are trained and follow this safe work procedure.**

**Steps to complete this task safely:**

- Chemical Truck Unloads
  1. Conduct a pre-trip inspection of the forklift before using for unload.
  2. Make sure there is enough visibility into the back of the truck for safe operation. In the case of PAS we will use the lights on the forklift
  3. Forks are set wide enough so that the pallet is stable and there is no risk of pallets capsizing
  4. Level surface with lots of room to maneuver properly and safely.
  5. Inspect to make sure the load is not damaged and that all the load has been delivered.
  6. Follow proper stacking regulations within the warehouse.