



**SAFETY
BUILDS
STRONGER
COMMUNITIES**

SAND & GRAVEL DUMP TRUCK

SAFETY MANUAL

SAFE DRIVERS. SAFE JOBSITES. STRONGER TOMORROWS.



PROTECT YOURSELF

Wear PPE
Follow Procedures
Stay Alert



PROTECT OTHERS

Communicate
Use Spotters
Look Out for Each Other



PROTECT OUR JOBSITES

Follow Site Rules
Prevent Incidents
Keep Loads Secure



PROTECT OUR ENVIRONMENT

Control Dust
Prevent Spills
Keep It Clean



OUR PEOPLE

Trained
Prepared
Protected



OUR SAFETY

Safe Operations
Every Load
Every Day



OUR OPERATIONS

Reliable
Efficient
Professional



OUR ENVIRONMENT

Responsible
Sustainable
Cleaner Communities



OUR COMMUNITY

Good Neighbors
Stronger Together
A Safer Tomorrow

**THIS MANUAL COMPLIES WITH APPLICABLE OSHA REGULATIONS
AND FMCSA/DOT REQUIREMENTS | 29 CFR 1910**



SAND & GRAVEL DUMP TRUCK SAFETY HANDBOOK

AGGREGATE HAULING • LOADING OPERATIONS • FLEET SAFETY

SCOPE This edition is intentionally limited to trucking, loading, delivery, fleet, yard, shop and related support activities. Mining, extraction, drilling, blasting, crusher/conveyor operation and mine-site production procedures are outside this handbook.

Prepared for

Effective Date

Revision

Approved By

3.0 - Expanded Hauling/Loading Edition

This handbook must be customized to the employer's actual vehicles, loading methods, customer sites, state requirements, emergency resources and written programs. A written handbook alone does not establish compliance.

Document Control and Legal Notice

This edition is limited to hauling, loading, delivery, fleet, yard, shop and customer/jobsite activities.

Regulatory Boundary

Drivers shall follow the safety rules of each supplier, customer and jobsite while maintaining company stop-work authority when conditions are unsafe.

Operational Description. This requirement should be assigned to a responsible manager and reviewed whenever work locations, equipment, contracts or regulations change. The company should maintain enough documentation to show how applicability was determined and how the requirement is implemented in actual hauling and loading work.

Emergency Contacts

Operational Description. This subsection explains how emergency contacts applies within . Supervisors should translate the requirement into clear responsibilities, field verification and documentation so employees understand both the expected practice and the conditions that require work to stop or be escalated.

Verification Item

Emergency: 911

Company Dispatch: _____

Safety Director: _____

Designated Clinic: _____

Spill Response Contact: _____

Towing/Recovery Contact: _____

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SECTION I

Leadership, Compliance & Worker Protection

Chapters 1–4

Section Overview

This section establishes the management system that supports every hauling and loading activity. It explains leadership accountability, regulatory responsibility, PPE, hazard communication, dust and silica controls, employee participation, documentation, and stop-work expectations so safety requirements are translated into consistent field practices.

CHAPTER 1

SAFETY POLICY & MANAGEMENT COMMITMENT

Chapter Overview. This chapter establishes the company framework for safety policy & management commitment within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Establish leadership, employee participation, stop-work authority and accountability for preventing injuries, vehicle crashes, property loss and harm to the public.

Scope

Applies to employees, temporary workers, contractors and visitors involved in company yards, loading areas, shops, customer sites and company vehicle operations.

Management Responsibilities

Management should assign safety responsibilities, provide resources, correct recognized hazards and verify that written rules are implemented in the field.

Operational Description. This subsection defines the day-to-day expectations that make the safety program operational. Supervisors should communicate the requirement before exposure, observe performance in the field, correct deviations promptly, and document significant findings or follow-up actions.

- Set measurable objectives and review both leading and lagging indicators.
- Provide competent supervision and safe equipment.
- Track corrective actions to closure and verify effectiveness.
- Protect good-faith hazard and injury reporting from retaliation.

Employee Responsibilities

Employees must work within their training and authorization and immediately report conditions that could cause injury, collision, rollover or release.

Operational Description. This subsection defines the day-to-day expectations that make the safety program operational. Supervisors should communicate the requirement before exposure, observe performance in the field, correct deviations promptly, and document significant findings or follow-up actions.

- Use seat belts and required PPE.
- Inspect assigned equipment before use.
- Do not bypass guards, alarms, interlocks or other safety devices.
- Report injuries, near misses, vehicle defects and unsafe customer-site conditions promptly.

Stop-Work Authority

Any employee may stop a task when conditions are unsafe, uncertain or outside the approved procedure. Work resumes only after the hazard is evaluated and controlled.

Operational Description. This subsection defines the day-to-day expectations that make the safety program operational. Supervisors should communicate the requirement before exposure, observe performance in the field, correct deviations promptly, and document significant findings or follow-up actions.

Safety Performance Review

Management should review training completion, inspection quality, preventive maintenance, corrective-action aging, near misses, crashes and injury trends. Repeated conditions require a system-level response rather than repeated reminders alone.

Operational Description. This subsection defines the day-to-day expectations that make the safety program operational. Supervisors should communicate the requirement before exposure, observe performance in the field, correct deviations promptly, and document significant findings or follow-up actions.

Supervisor / Employee Verification Checklist

Verification Item

Verification Item

Policy distributed and understood

Stop-work authority understood

Safety responsibilities assigned

Corrective actions tracked to closure

Near-miss reporting encouraged

Required Records

- Signed policy statement
- Safety meeting records
- Corrective-action log
- Employee acknowledgments

Key Federal References

OSH Act §5(a)(1); 29 CFR 1904.35; OSHA Recommended Practices for Safety and Health Programs.

CHAPTER 2

REGULATORY COMPLIANCE & COMPANY SAFETY RULES

Chapter Overview. This chapter establishes the company framework for regulatory compliance & company safety rules within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE**Purpose**

Define how the company identifies and maintains compliance obligations for hauling, loading, fleet, yard, shop and delivery activities.

Scope

Applies to company hauling, loading, delivery, yard, shop and fleet-support operations. Management must determine which OSHA, FMCSA/DOT, EPA, state and local requirements apply to each task and location.

Regulatory Matrix

Maintain a current matrix identifying each regulated activity, responsible manager, required written program, inspection frequency, training and records.

Operational Description. This requirement should be assigned to a responsible manager and reviewed whenever work locations, equipment, contracts or regulations change. The company should maintain enough documentation to show how applicability was determined and how the requirement is implemented in actual hauling and loading work.

- Review at least annually and after changes in equipment, routes, sites or law.
- Track state-plan OSHA and state DOT requirements separately where applicable.
- Maintain customer/job site rules that are more protective than company minimums.

OSHA Recordkeeping and Severe-Event Reporting

Where Part 1904 applies, evaluate cases for recordability and maintain required records. Federal OSHA generally requires reporting a work-related fatality within 8 hours and an in-patient hospitalization, amputation or loss of an eye within 24 hours; state-plan rules should also be checked.

Operational Description. This requirement should be assigned to a responsible manager and reviewed whenever work locations, equipment, contracts or regulations change. The company should maintain enough documentation to show how applicability was determined and how the requirement is implemented in actual hauling and loading work.

Core Company Rules

Company minimum rules apply unless a more protective requirement governs.

Operational Description. This requirement should be assigned to a responsible manager and reviewed whenever work locations, equipment, contracts or regulations change. The company should maintain enough documentation to show how applicability was determined and how the requirement is implemented in actual hauling and loading work.

- Seat belts are mandatory when provided.
- No texting or handheld-device use while driving.
- No work beneath a raised dump body without approved mechanical support.
- No impairment that makes work unsafe.
- Required PPE and site rules must be followed.

Contractor and Customer Coordination

Before work begins, identify who controls traffic, loading, dumping, spotters, emergency response and hazard correction. Drivers retain authority to refuse an unsafe loading or dumping location.

Operational Description. This requirement should be assigned to a responsible manager and reviewed whenever work locations, equipment, contracts or regulations change. The company should maintain enough documentation to show how applicability was determined and how the requirement is implemented in actual hauling and loading work.

Supervisor / Employee Verification Checklist

Verification Item

- Applicable jurisdiction identified
- Required plans and posters available
- Safety rules communicated
- Customer/site rules captured
- Annual regulatory review assigned

Required Records

- Regulatory matrix
- Required OSHA/DOT records
- Policy acknowledgments
- Annual compliance review

Key Federal References

29 CFR Parts 1904 and 1910 as applicable; 49 CFR Parts 382, 383, 390–397 as applicable; 40 CFR Part 112 where applicable.

CHAPTER 3

PERSONAL PROTECTIVE EQUIPMENT

Chapter Overview. This chapter establishes the company framework for personal protective equipment within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Define minimum PPE and the process for hazard assessment, selection, fit, use, inspection, care and replacement.

Scope

Applies to yards, loading/unloading areas, shops, roadside or customer locations and any task where hazards remain after feasible controls.

PPE Hazard Assessment

Where OSHA general-industry rules apply, perform and certify the workplace hazard assessment required by 29 CFR 1910.132(d). Select PPE based on actual head, eye, foot, hand, visibility, hearing, respiratory, chemical and fall hazards.

Operational Description. Selection must be based on the actual hazard rather than a one-size-fits-all rule. Employees should understand when the protection is required, its limitations, how to inspect and use it correctly, and when damaged or contaminated equipment must be replaced or removed from service.

Minimum Operational PPE

Site rules should define minimum PPE. Typical hauling/loading areas may require high-visibility apparel, safety glasses, protective footwear and head protection based on exposure.

Operational Description. Selection must be based on the actual hazard rather than a one-size-fits-all rule. Employees should understand when the protection is required, its limitations, how to inspect and use it correctly, and when damaged or contaminated equipment must be replaced or removed from service.

- Select gloves for the specific cut, abrasion, chemical or heat hazard.
- Use hearing protection where exposure or posted-area requirements trigger it.
- Use face shields with primary eye protection for grinding or splash hazards.

Training and Fit

Employees must know when PPE is necessary, what is required, how to wear and adjust it, limitations, care, useful life and disposal. Retrain when conditions or PPE change or performance shows a gap.

Operational Description. Selection must be based on the actual hazard rather than a one-size-fits-all rule. Employees should understand when the protection is required, its limitations, how to inspect and use it correctly, and when damaged or contaminated equipment must be replaced or removed from service.

Respiratory Protection

Required respirator use must be managed under an applicable written respiratory protection program, including medical evaluation and fit testing for tight-fitting respirators. Respirators do not replace feasible engineering controls.

Operational Description. Selection must be based on the actual hazard rather than a one-size-fits-all rule. Employees should understand when the protection is required, its limitations, how to inspect and use it correctly, and when damaged or contaminated equipment must be replaced or removed from service.

Supervisor / Employee Verification Checklist

Verification Item

- Hazard assessment current
- PPE fits and is serviceable
- High-visibility requirements defined
- Hearing protection triggers understood
- Respiratory program used when required

Required Records

- PPE hazard assessment
- PPE training records
- Respirator medical/fit records when applicable

Key Federal References

29 CFR 1910.132, .133, .135, .136, .138; 1910.95 and 1910.134 as applicable.

CHAPTER 4

HAZARD COMMUNICATION, DUST & SILICA AWARENESS

Chapter Overview. This chapter establishes the company framework for hazard communication, dust & silica awareness within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Control chemical and dust exposures encountered during hauling, loading, cleanup, yard and fleet-support work.

Scope

Applies to hazardous chemicals, fuels, lubricants, cleaners and airborne dust exposures encountered in hauling/loading operations.

Hazard Communication Program

Where 29 CFR 1910.1200 applies, maintain a written program, chemical inventory, workplace labels, accessible safety data sheets and employee information/training.

Operational Description. The company should evaluate routine and non-routine exposure conditions, including loading, sweeping, tarping, cleanup, maintenance and work around dusty material. Engineering and work-practice controls should be prioritized, with respiratory protection and medical requirements implemented when applicable exposure criteria are met.

Dust and Silica Awareness

Sand, gravel, concrete and stone may contain crystalline silica. Hauling/loading employees can encounter dust during loading, dumping, sweeping, cleanup and at dusty customer or supplier sites. Exposure should be assessed where employees may reasonably be exposed.

Operational Description. The company should evaluate routine and non-routine exposure conditions, including loading, sweeping, tarping, cleanup, maintenance and work around dusty material. Engineering and work-practice controls should be prioritized, with respiratory protection and medical requirements implemented when applicable exposure criteria are met.

Exposure Controls

Prioritize wet methods, enclosed/filtered cabs, ventilation, distance and housekeeping methods that minimize airborne dust. Avoid dry sweeping or compressed-air cleaning when those methods could materially increase silica exposure and safer feasible methods are available.

Operational Description. The company should evaluate routine and non-routine exposure conditions, including loading, sweeping, tarping, cleanup, maintenance and work around dusty material. Engineering and work-practice controls should be prioritized, with respiratory protection and medical requirements implemented when applicable exposure criteria are met.

OSHA Silica Limits

Where OSHA 1910.1053 applies, the action level is 25 $\mu\text{g}/\text{m}^3$ and the PEL is 50 $\mu\text{g}/\text{m}^3$ as 8-hour TWAs. Applicability, exposure assessment, medical surveillance and respiratory protection must be determined for the actual task.

Operational Description. The company should evaluate routine and non-routine exposure conditions, including loading, sweeping, tarping, cleanup, maintenance and work around dusty material. Engineering and work-practice controls should be prioritized, with respiratory protection and medical requirements implemented when applicable exposure criteria are met.

Supervisor / Employee Verification Checklist

Verification Item

SDS accessible

Containers labeled

Dust controls maintained

Cab filters maintained

Exposure assessment addressed where needed

Required Records

- HazCom program
- SDS inventory
- Exposure assessment/data where applicable
- Training and medical records where required

Key Federal References

29 CFR 1910.1200, 1910.1053 and 1910.134 as applicable.

SECTION II

Fleet & Driver Safety

Chapters 5–9

Section Overview

This section addresses the qualifications, behaviors, inspections and operating controls needed to keep dump trucks and drivers safe from dispatch through return to the yard. It emphasizes driver fitness, defensive driving, vehicle condition, cargo and weight control, and the records needed to demonstrate a disciplined fleet-safety program.

CHAPTER 5

DRIVER QUALIFICATION & FITNESS FOR DUTY

Chapter Overview. This chapter establishes the company framework for driver qualification & fitness for duty within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Ensure drivers are properly licensed, qualified, medically eligible when required, trained and fit for duty.

Scope

Applies to employees and contractors operating company vehicles or CMVs under company authority.

Qualification Process

Before assignment verify license class/endorsements, required medical qualification, driving history, testing and company authorization for the specific vehicle configuration.

Operational Description. Before a driver is assigned, management should verify that the individual is legally qualified, medically and physically able to perform the work when required, trained on the specific vehicle configuration, and familiar with company expectations. Changes in license status, medical qualification, violations, restrictions or job assignment should be reported and reviewed promptly.

- Maintain driver qualification documentation where required.
- Review driving performance and violations at required intervals.
- Use road tests/evaluations or allowed equivalents as applicable.

Drug and Alcohol Requirements

Covered CDL drivers must be managed under applicable 49 CFR Part 382 requirements, including testing and Clearinghouse obligations where applicable.

Operational Description. Before a driver is assigned, management should verify that the individual is legally qualified, medically and physically able to perform the work when required, trained on the specific vehicle configuration, and familiar with company expectations. Changes in license status, medical qualification, violations, restrictions or job assignment should be reported and reviewed promptly.

Fitness for Duty

Drivers must not operate when illness, fatigue, medication, alcohol/drugs, heat stress or another condition makes operation unsafe.

Operational Description. Before a driver is assigned, management should verify that the individual is legally qualified, medically and physically able to perform the work when required, trained on the specific vehicle configuration, and familiar with company expectations. Changes in license status, medical qualification, violations, restrictions or job assignment should be reported and reviewed promptly.

- Require prompt reporting of impairing conditions.
- Provide a process to remove a driver from safety-sensitive duty when necessary.

Driver Changes

Reevaluate authorization after preventable crashes, serious violations, extended absence, new vehicle types or evidence of unsafe performance.

Operational Description. Before a driver is assigned, management should verify that the individual is legally qualified, medically and physically able to perform the work when required, trained on the specific vehicle configuration, and familiar with company expectations. Changes in license status, medical qualification, violations, restrictions or job assignment should be reported and reviewed promptly.

Supervisor / Employee Verification Checklist

Verification Item

License and endorsements verified

Verification Item

Medical status current when required

Vehicle-specific authorization documented

Fitness-for-duty expectations understood

Annual/periodic reviews completed

Required Records

- Driver qualification file
- MVR reviews
- Medical certification where required
- Road evaluation/training records

Key Federal References

49 CFR Parts 382, 383 and 391 as applicable; state CDL and licensing requirements.

CHAPTER 6

DEFENSIVE DRIVING, DISTRACTION & FATIGUE

Chapter Overview. This chapter establishes the company framework for defensive driving, distraction & fatigue within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Reduce roadway crashes through active space management, speed control, distraction prevention and fatigue management.

Scope

Applies to all company driving, including loaded and empty dump trucks.

Defensive Driving

Drivers should continuously manage following distance, escape space, visibility, road surface, grade, traffic and load effects.

Operational Description. Drivers are expected to continuously adjust speed, spacing and decision-making to vehicle weight, traffic, visibility, road surface and weather. When conditions reduce the available safety margin, the correct response is to slow down, increase space, change the route or stop until the hazard can be controlled.

- Reduce speed before curves and intersections.
- Avoid abrupt steering, braking and acceleration.
- Increase following distance for load, weather and visibility.

Distracted Driving

Company policy should prohibit texting and handheld-device use while driving and should address dispatching, GPS entry, eating, paperwork and other distractions. Stop in a safe location before interacting with devices when needed.

Operational Description. Drivers are expected to continuously adjust speed, spacing and decision-making to vehicle weight, traffic, visibility, road surface and weather. When conditions reduce the available safety margin, the correct response is to slow down, increase space, change the route or stop until the hazard can be controlled.

Fatigue and Hours of Service

Drivers subject to Part 395 must comply with applicable hours-of-service and records requirements. Regardless of HOS applicability, no employee may drive when too fatigued to operate safely.

Operational Description. Drivers are expected to continuously adjust speed, spacing and decision-making to vehicle weight, traffic, visibility, road surface and weather. When conditions reduce the available safety margin, the correct response is to slow down, increase space, change the route or stop until the hazard can be controlled.

Adverse Conditions

Slow or stop operations when rain, fog, ice, wind, flooding, dust or visibility creates unacceptable risk. Schedule pressure never overrides safe speed or shutdown decisions.

Operational Description. Drivers are expected to continuously adjust speed, spacing and decision-making to vehicle weight, traffic, visibility, road surface and weather. When conditions reduce the available safety margin, the correct response is to slow down, increase space, change the route or stop until the hazard can be controlled.

Supervisor / Employee Verification Checklist

Verification Item

Following distance adjusted

No handheld-device use

Fatigue reporting process understood

Speed adjusted for conditions

Seat belt used

Required Records

- HOS/ELD records where applicable
- Driver coaching records
- Crash/violation reviews

Key Federal References

49 CFR Parts 392 and 395 as applicable; applicable state traffic laws.

CHAPTER 7

DUMP TRUCK OPERATIONS

Chapter Overview. This chapter establishes the company framework for dump truck operations within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Standardize safe operation of rigid dump trucks and similar hauling units from pre-trip through post-trip.

Scope

Applies to tandem, tri-axle and other dump trucks used for aggregate and construction-material hauling.

Cab and Pre-Trip Setup

Before operation verify brakes, steering, tires/wheels, lights, mirrors/cameras, warning devices, body, tailgate, hydraulic system and PTO condition.

Operational Description. This procedure should be completed consistently on every trip and should not be shortened because of schedule pressure. Defects or site hazards that can affect safe operation must be reported, evaluated and corrected or controlled before the vehicle is placed in an unsafe condition.

- Keep steps, grab handles and cab floors clean.
- Confirm body fully lowered before normal road travel.
- Verify PTO is in the correct travel condition.

Roadway Operation

Loaded dump trucks require conservative speed and increased stopping distance. Avoid abrupt maneuvers and comply with gross, axle, tire and legal weight limits.

Operational Description. This procedure should be completed consistently on every trip and should not be shortened because of schedule pressure. Defects or site hazards that can affect safe operation must be reported, evaluated and corrected or controlled before the vehicle is placed in an unsafe condition.

Site Arrival

Before entering a supplier or customer site, reduce speed, identify the route and dump point, and evaluate pedestrians, overhead lines, soft shoulders, slopes, trenches and backing needs.

Operational Description. This procedure should be completed consistently on every trip and should not be shortened because of schedule pressure. Defects or site hazards that can affect safe operation must be reported, evaluated and corrected or controlled before the vehicle is placed in an unsafe condition.

Parking and Securing

Park on stable ground, set parking brake, place transmission/controls as required, chock when required, and prevent unintended movement before leaving the cab.

Operational Description. This procedure should be completed consistently on every trip and should not be shortened because of schedule pressure. Defects or site hazards that can affect safe operation must be reported, evaluated and corrected or controlled before the vehicle is placed in an unsafe condition.

Supervisor / Employee Verification Checklist

Verification Item

- Pre-trip complete
- Body/tailgate/hydraulics checked
- PTO travel condition verified
- Site hazards assessed
- Defects reported

Required Records

- Pre/post-trip records where required
- Defect reports
- Repair records

Key Federal References

49 CFR Parts 392, 393 and 396 as applicable; manufacturer instructions; state size/weight laws.

CHAPTER 8

VEHICLE INSPECTION & PREVENTIVE MAINTENANCE

Chapter Overview. This chapter establishes the company framework for vehicle inspection & preventive maintenance within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Keep vehicles in safe operating condition through systematic inspection, defect correction and preventive maintenance.

Scope

Applies to trucks, trailers and company fleet support vehicles.

Systematic Maintenance

When Part 396 applies, systematically inspect, repair and maintain vehicles and safety-critical parts. Intervals should reflect severe aggregate duty, dust, vibration, repeated braking and off-road exposure.

Operational Description. Inspection and maintenance records should create a clear chain from defect identification through repair and return-to-service authorization. Safety-critical systems receive priority, and maintenance intervals should reflect severe aggregate service, mileage, hours, dust, vibration, braking demand and manufacturer recommendations.

Driver Inspection

Drivers must perform applicable inspections and report defects. Safety-critical defects must be corrected before return to service.

Operational Description. Inspection and maintenance records should create a clear chain from defect identification through repair and return-to-service authorization. Safety-critical systems receive priority, and maintenance intervals should reflect severe aggregate service, mileage, hours, dust, vibration, braking demand and manufacturer recommendations.

- Brakes/air system, steering, tires/wheels and suspension.
- Lights, reflectors, mirrors, glazing and warning devices.
- Dump body, hoist, hydraulic hoses, tailgate and load-cover system.

Annual/Periodic Inspection

CMVs subject to 49 CFR 396.17 must pass periodic inspection at least every 12 months and required documentation must be retained.

Operational Description. Inspection and maintenance records should create a clear chain from defect identification through repair and return-to-service authorization. Safety-critical systems receive priority, and maintenance intervals should reflect severe aggregate service, mileage, hours, dust, vibration, braking demand and manufacturer recommendations.

Repair Verification

Records should connect each reported defect to the repair, inspection and person authorizing return to service.

Operational Description. Inspection and maintenance records should create a clear chain from defect identification through repair and return-to-service authorization. Safety-critical systems receive priority, and maintenance intervals should reflect severe aggregate service, mileage, hours, dust, vibration, braking demand and manufacturer recommendations.

Supervisor / Employee Verification Checklist

Verification Item

- Inspection process documented
- Defects tracked to repair
- PM intervals established
- Annual inspection current
- Return-to-service verified

Required Records

- Inspection reports
- Repair orders
- PM history
- Periodic inspection documentation

Key Federal References

49 CFR 396.3, 396.11, 396.13 and 396.17 as applicable.

CHAPTER 9

CARGO, WEIGHT, LOAD COVERING & SECUREMENT

Chapter Overview. This chapter establishes the company framework for cargo, weight, load covering & securement within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Prevent overloads, shifting/falling material and roadway debris by controlling weight, distribution, containment and securement.

Scope

Applies to aggregate and other materials transported in company dump trucks and trailers.

Weight Control

Do not exceed legal gross, axle, tire or manufacturer ratings. Use scales, loader payload systems or established controls and correct overloads before public-road travel.

Operational Description. Loading must protect vehicle stability and comply with applicable gross, axle, tire and cargo-containment limits. Drivers and loading personnel should verify distribution and containment before departure and correct conditions that could shift, spill, overload an axle or create a roadway hazard.

Load Distribution

Distribute material to preserve stability and avoid excessive side-to-side imbalance. Uneven loads can worsen braking, steering and rollover risk.

Operational Description. Loading must protect vehicle stability and comply with applicable gross, axle, tire and cargo-containment limits. Drivers and loading personnel should verify distribution and containment before departure and correct conditions that could shift, spill, overload an axle or create a roadway hazard.

Containment and Covering

Before departure verify tailgate/doors are secure and material is contained. Use tarps/load covers where required by law, site rule or company policy.

Operational Description. Loading must protect vehicle stability and comply with applicable gross, axle, tire and cargo-containment limits. Drivers and loading personnel should verify distribution and containment before departure and correct conditions that could shift, spill, overload an axle or create a roadway hazard.

Cargo Securement

49 CFR Part 393 requires cargo to be secured or contained so it does not shift or fall from the vehicle. Equipment carried with the load—tools, blocks, chains or spare components—must also be secured.

Operational Description. Loading must protect vehicle stability and comply with applicable gross, axle, tire and cargo-containment limits. Drivers and loading personnel should verify distribution and containment before departure and correct conditions that could shift, spill, overload an axle or create a roadway hazard.

Supervisor / Employee Verification Checklist

Verification Item

Weight within limits

Load evenly distributed

Tailgate secured

Covering requirements met

Loose equipment secured

Required Records

- Scale tickets
- Overload corrective actions

- Securement inspection records where used

Key Federal References

49 CFR Part 393 cargo securement requirements; applicable state load-covering and weight laws.

SECTION III

Loading, Delivery & Dumping Operations

Chapters 10–14

Section Overview

This section covers the highest-interaction phases of aggregate transportation: positioning for loading, communication with loader operators, travel through yards and jobsites, backing, delivery, and dumping. The procedures are designed to control struck-by hazards, rollovers, unstable ground, overhead hazards, blind spots, pedestrian exposure and changing site conditions.

CHAPTER 10

LOADING ZONE & LOADER-TO-TRUCK COORDINATION

Chapter Overview. This chapter establishes the company framework for loading zone & loader-to-truck coordination within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Control struck-by, falling-material, collision and overload hazards during truck loading.

Scope

Applies to drivers, loader operators, scale personnel, dispatch and supervisors during company-controlled loading or coordinated third-party loading.

Traffic and Pedestrian Separation

Loading zones should use defined traffic flow and keep pedestrians away from loader operating envelopes. Drivers must follow the site-designated safe location during loading.

Operational Description. The loading zone should be treated as a controlled operating area with defined traffic flow, clear communication and separation between people and moving equipment. If the driver or loader operator loses positive communication or cannot confirm the area is clear, movement should stop until the condition is resolved.

Positioning and Communication

Establish the loading position and communication method before loading begins. If directions are unclear or conflicting, stop movement.

Operational Description. The loading zone should be treated as a controlled operating area with defined traffic flow, clear communication and separation between people and moving equipment. If the driver or loader operator loses positive communication or cannot confirm the area is clear, movement should stop until the condition is resolved.

Loader-to-Truck Interface

Loader operators should avoid contact with the cab/body and avoid passing loaded buckets over occupied cabs unless a specifically evaluated procedure provides equivalent protection.

Operational Description. The loading zone should be treated as a controlled operating area with defined traffic flow, clear communication and separation between people and moving equipment. If the driver or loader operator loses positive communication or cannot confirm the area is clear, movement should stop until the condition is resolved.

Loading Completion

Before departure verify weight/distribution, tailgate, body-down condition, tarp/cover status, tires and surrounding clearance.

Operational Description. The loading zone should be treated as a controlled operating area with defined traffic flow, clear communication and separation between people and moving equipment. If the driver or loader operator loses positive communication or cannot confirm the area is clear, movement should stop until the condition is resolved.

Supervisor / Employee Verification Checklist

Verification Item

- Traffic flow understood
- Driver safe location defined
- Communication method established
- No personnel in operating envelope
- Load verified before departure

Required Records

- Loading-area inspections
- Scale tickets

- Near-miss/collision reports

Key Federal References

OSHA trucking loading/unloading guidance; 29 CFR 1910.132 and 1910.178 where applicable; 49 CFR Part 393.

CHAPTER 11

END DUMP SAFETY & ROLLOVER PREVENTION

Chapter Overview. This chapter establishes the company framework for end dump safety & rollover prevention within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Prevent raised-body rollovers and electrical contacts by controlling ground, load, alignment, wind and overhead hazards.

Scope

Applies to end dumps, semi-end dumps and dump bodies whose center of gravity rises substantially during unloading.

Pre-Dump Stability Assessment

Dump only where the surface is firm, stable and as level as practicable. Avoid side slopes, soft shoulders, uncompacted fill, hidden voids and unstable edges.

Operational Description. Dumping creates a rapidly changing center of gravity and can turn small ground, load or alignment problems into a rollover. Drivers should complete a deliberate assessment before raising the body and stop the cycle immediately if the truck leans, the load hangs, the ground shifts or overhead clearance becomes uncertain.

Vehicle Alignment

Keep tractor/trailer or truck/body aligned as straight as practical before raising the body. Small side slopes or suspension differences become more critical as the center of gravity rises.

Operational Description. Dumping creates a rapidly changing center of gravity and can turn small ground, load or alignment problems into a rollover. Drivers should complete a deliberate assessment before raising the body and stop the cycle immediately if the truck leans, the load hangs, the ground shifts or overhead clearance becomes uncertain.

Stuck or Frozen Loads

If material hangs up or releases unevenly, stop the cycle and lower the body when safe. Do not rock, jerk or sharply steer with the body raised.

Operational Description. Dumping creates a rapidly changing center of gravity and can turn small ground, load or alignment problems into a rollover. Drivers should complete a deliberate assessment before raising the body and stop the cycle immediately if the truck leans, the load hangs, the ground shifts or overhead clearance becomes uncertain.

Overhead Hazards

Identify overhead lines and structures before raising the body. Use site-specific clearance controls. If electrical contact occurs, generally remain in the cab and warn others away unless immediate fire or other danger requires evacuation.

Operational Description. Dumping creates a rapidly changing center of gravity and can turn small ground, load or alignment problems into a rollover. Drivers should complete a deliberate assessment before raising the body and stop the cycle immediately if the truck leans, the load hangs, the ground shifts or overhead clearance becomes uncertain.

Raised-Body Work

Never work beneath a raised body without manufacturer-approved body props, blocking or other positive mechanical support.

Operational Description. Dumping creates a rapidly changing center of gravity and can turn small ground, load or alignment problems into a rollover. Drivers should complete a deliberate assessment before raising the body and stop the cycle immediately if the truck leans, the load hangs, the ground shifts or overhead clearance becomes uncertain.

Supervisor / Employee Verification Checklist

Verification Item

Ground firm and level

Truck/trailer aligned

Overhead clearance confirmed

Verification Item

Load releases normally

Body fully lowered before travel

Required Records

- Dump-site hazard reports
- Equipment defect reports
- Rollover/near-miss investigations

Key Federal References

29 CFR 1910 Subpart S and 1926.1408 where applicable; 49 CFR Parts 392/393; manufacturer instructions.

CHAPTER 12

MATERIAL PICKUP & DELIVERY SITE SAFETY

Chapter Overview. This chapter establishes the company framework for material pickup & delivery site safety within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Provide a repeatable process for entering, positioning, loading/unloading and departing supplier, construction and customer locations.

Scope

Applies to drivers, spotters and supervisors involved in material pickup and delivery.

Site Entry Assessment

Evaluate route, congestion, pedestrians, slopes, soft ground, trenches, excavations, overhead lines and changing surface conditions before committing the vehicle.

Operational Description. Conditions at customer and job sites can change between deliveries. Drivers should verify the travel route and dump location on arrival, maintain authority to reject unsafe positioning, and reassess after weather, grading, excavation, congestion or other changes that affect stability or visibility.

Dump Point Assessment

Confirm ground bearing capacity, edge stability, overhead clearance and an exclusion zone. Do not allow schedule or customer pressure to override the driver's safety decision.

Operational Description. Conditions at customer and job sites can change between deliveries. Drivers should verify the travel route and dump location on arrival, maintain authority to reject unsafe positioning, and reassess after weather, grading, excavation, congestion or other changes that affect stability or visibility.

Customer Coordination

Follow applicable site rules while retaining stop-work authority. Clarify who directs positioning and who may act as spotter.

Operational Description. Conditions at customer and job sites can change between deliveries. Drivers should verify the travel route and dump location on arrival, maintain authority to reject unsafe positioning, and reassess after weather, grading, excavation, congestion or other changes that affect stability or visibility.

Changing Conditions

Reassess after rain, flooding, grading, excavation, lighting changes or traffic changes. Stop if ground settles, the truck leans, communication is lost or people enter the danger zone.

Operational Description. Conditions at customer and job sites can change between deliveries. Drivers should verify the travel route and dump location on arrival, maintain authority to reject unsafe positioning, and reassess after weather, grading, excavation, congestion or other changes that affect stability or visibility.

Supervisor / Employee Verification Checklist

Verification Item

- Site route assessed
- Ground/edge conditions acceptable
- Overhead hazards checked
- Spotter role clear
- Unsafe location refusal supported

Required Records

- Site hazard reports
- Customer hazard notifications
- Training records

Key Federal References

29 CFR 1910 and 1926 standards as applicable to the worksite; 49 CFR Parts 392/393; MUTCD where public traffic is affected.

CHAPTER 13

BACKING, SPOTTERS & BLIND SPOTS

Chapter Overview. This chapter establishes the company framework for backing, spotters & blind spots within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Minimize backing and struck-by events through route design, visibility controls, communication and exclusion zones.

Scope

Applies to all company vehicles and reverse movements.

Avoid Backing

Use pull-through parking, one-way traffic and planned positioning where practical.

Operational Description. Backing should be minimized through route design and positioning. When it is necessary, the operator should use a slow, controlled movement, confirm the path is clear, use a trained spotter when needed, and stop immediately when visual contact or communication is lost.

Backing Procedure

Before backing, check the path, mirrors/cameras and warning devices; back slowly and stop immediately if the path becomes uncertain.

Operational Description. Backing should be minimized through route design and positioning. When it is necessary, the operator should use a slow, controlled movement, confirm the path is clear, use a trained spotter when needed, and stop immediately when visual contact or communication is lost.

Spotter Protocol

Agree on signals before movement. One designated spotter directs the move, remains visible and outside the vehicle path/pinch zones. Loss of visual contact means stop.

Operational Description. Backing should be minimized through route design and positioning. When it is necessary, the operator should use a slow, controlled movement, confirm the path is clear, use a trained spotter when needed, and stop immediately when visual contact or communication is lost.

Technology Limitations

Cameras, sensors and alarms supplement but do not replace the driver's responsibility to confirm a clear path.

Operational Description. Backing should be minimized through route design and positioning. When it is necessary, the operator should use a slow, controlled movement, confirm the path is clear, use a trained spotter when needed, and stop immediately when visual contact or communication is lost.

Blind-Area Training

Use equipment-specific diagrams or demonstrations so drivers and pedestrians understand where people and light vehicles can disappear from view.

Operational Description. Backing should be minimized through route design and positioning. When it is necessary, the operator should use a slow, controlled movement, confirm the path is clear, use a trained spotter when needed, and stop immediately when visual contact or communication is lost.

Supervisor / Employee Verification Checklist

Verification Item

Backing minimized

Alarm/camera checked

Signals standardized

Loss-of-contact stop rule understood

Verification Item

Pedestrian exclusion maintained

Required Records

- Backing observations
- Near-miss reports
- Spotter training

Key Federal References

29 CFR 1926.601/.602 where construction standards apply; 49 CFR Part 392; OSHA struck-by/backing guidance.

CHAPTER 14

YARD, JOBSITE & TRAFFIC CONTROL

Chapter Overview. This chapter establishes the company framework for yard, jobsite & traffic control within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Reduce collisions and struck-by events through controlled traffic flow, road maintenance and pedestrian separation.

Scope

Applies to company yards, scale approaches, loading areas, temporary jobsite routes and customer locations.

Traffic Plan

Define direction of travel, right-of-way, speed limits, parking, pedestrian routes, backing zones and communication expectations.

Operational Description. Traffic controls should reflect the largest vehicles, pedestrian activity, sight distance, grades, surface condition and public-road interface. Posted limits are maximums; drivers and supervisors should require slower speeds or additional controls whenever actual conditions reduce visibility, traction or stopping margin.

Surface Conditions

Repair or report potholes, washouts, soft shoulders, standing water and other conditions that can cause loss of control or rollover.

Operational Description. Traffic controls should reflect the largest vehicles, pedestrian activity, sight distance, grades, surface condition and public-road interface. Posted limits are maximums; drivers and supervisors should require slower speeds or additional controls whenever actual conditions reduce visibility, traction or stopping margin.

Intersections and Visibility

Maintain signs, lighting and sight distance. Dust, darkness, weather or congestion may require lower speeds or suspension of movement.

Operational Description. Traffic controls should reflect the largest vehicles, pedestrian activity, sight distance, grades, surface condition and public-road interface. Posted limits are maximums; drivers and supervisors should require slower speeds or additional controls whenever actual conditions reduce visibility, traction or stopping margin.

Public Traffic Interface

Where work affects public-road users, use applicable traffic-control requirements and trained personnel. Do not improvise traffic control without an approved plan.

Operational Description. Traffic controls should reflect the largest vehicles, pedestrian activity, sight distance, grades, surface condition and public-road interface. Posted limits are maximums; drivers and supervisors should require slower speeds or additional controls whenever actual conditions reduce visibility, traction or stopping margin.

Supervisor / Employee Verification Checklist

Verification Item

- Traffic plan current
- Speed limits communicated
- Pedestrian routes separated
- Surface defects corrected
- Public traffic controls approved

Required Records

- Yard/site inspection log
- Traffic-plan revisions
- Hazard correction records

Key Federal References

Applicable OSHA workplace/traffic-control requirements; FHWA MUTCD where public-road traffic control applies; state/local traffic requirements.

SECTION IV

Maintenance, Energy & Hazard Controls

Chapters 15–18

Section Overview

This section defines the controls needed when vehicles and support equipment are fueled, inspected, repaired or exposed to hazardous energy and environmental conditions. It integrates lockout/tagout, mechanical blocking, shop and tire safety, hot work, fire prevention, battery safety, heat, cold and severe-weather planning.

CHAPTER 15

LOCKOUT/TAGOUT & STORED ENERGY

Chapter Overview. This chapter establishes the company framework for lockout/tagout & stored energy within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Prevent unexpected startup, movement or release of hazardous energy during servicing and maintenance.

Scope

Applies to dump bodies, hydraulic systems, shop equipment and other machinery serviced by company employees where OSHA energy-control rules apply.

Energy Identification

Identify electrical, mechanical, hydraulic, pneumatic, gravitational, thermal and other energy before servicing.

Operational Description. Hazardous energy must be positively controlled before servicing begins. Employees should never rely solely on a control switch or hydraulic pressure; isolation, restraint of stored energy, personal lockout protection and verification are essential before anyone enters a danger zone.

Lockout Sequence

Notify affected employees, shut down, isolate, lock/tag, control stored energy and verify isolation before work.

Operational Description. Hazardous energy must be positively controlled before servicing begins. Employees should never rely solely on a control switch or hydraulic pressure; isolation, restraint of stored energy, personal lockout protection and verification are essential before anyone enters a danger zone.

Raised Equipment

Hydraulic pressure alone is never acceptable support for a raised dump body, bed, cab, bucket or attachment. Use approved mechanical restraints.

Operational Description. Hazardous energy must be positively controlled before servicing begins. Employees should never rely solely on a control switch or hydraulic pressure; isolation, restraint of stored energy, personal lockout protection and verification are essential before anyone enters a danger zone.

Group and Contractor Work

Group lockout must preserve personal protection for each authorized employee. Coordinate procedures with outside servicing personnel.

Operational Description. Hazardous energy must be positively controlled before servicing begins. Employees should never rely solely on a control switch or hydraulic pressure; isolation, restraint of stored energy, personal lockout protection and verification are essential before anyone enters a danger zone.

Periodic Inspection and Training

Where 1910.147 applies, inspect energy-control procedures at least annually and retrain when assignments, equipment, procedures or performance change.

Operational Description. Hazardous energy must be positively controlled before servicing begins. Employees should never rely solely on a control switch or hydraulic pressure; isolation, restraint of stored energy, personal lockout protection and verification are essential before anyone enters a danger zone.

Supervisor / Employee Verification Checklist

Verification Item

Energy sources identified

Personal locks available

Isolation verified

Verification Item

Raised body mechanically supported

Restart procedure followed

Required Records

- Energy-control procedures
- LOTO training
- Periodic inspection records

Key Federal References

29 CFR 1910.147 and Appendix A; manufacturer energy-control and blocking instructions.

CHAPTER 16

SHOP, TIRE, WELDING & MAINTENANCE SAFETY

Chapter Overview. This chapter establishes the company framework for shop, tire, welding & maintenance safety within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Control maintenance hazards including raised vehicles, tires/wheels, hot work, tools and chemical exposures.

Scope

Applies to company shops, mobile service and authorized field maintenance.

Vehicle Support and Access

Use rated jacks/stands, wheel chocks and manufacturer-approved lift points. Never rely on a jack or hydraulic system alone where failure could expose an employee.

Operational Description. Maintenance work can expose employees to stored pressure, suspended loads, fire, flying particles and unexpected movement. The work area should be prepared before the task begins, the correct tools and supports used, and the vehicle or component secured against movement or energy release.

Tire and Wheel Work

Only trained personnel should service multi-piece or high-energy tire/wheel assemblies. Use required restraining devices, inflation procedures and inspection practices for the wheel type.

Operational Description. Maintenance work can expose employees to stored pressure, suspended loads, fire, flying particles and unexpected movement. The work area should be prepared before the task begins, the correct tools and supports used, and the vehicle or component secured against movement or energy release.

Welding, Cutting and Grinding

Control combustibles, cylinders, ventilation, PPE, fire watch and nearby fuel/hydraulic hazards before hot work.

Operational Description. Maintenance work can expose employees to stored pressure, suspended loads, fire, flying particles and unexpected movement. The work area should be prepared before the task begins, the correct tools and supports used, and the vehicle or component secured against movement or energy release.

Tools and Housekeeping

Inspect tools, guards, cords and hoses; keep aisles and emergency equipment accessible; promptly clean oil/grease that creates slip or fire hazards.

Operational Description. Maintenance work can expose employees to stored pressure, suspended loads, fire, flying particles and unexpected movement. The work area should be prepared before the task begins, the correct tools and supports used, and the vehicle or component secured against movement or energy release.

Supervisor / Employee Verification Checklist

Verification Item

Vehicle support adequate

Tire work authorized

Hot-work controls established

Guards/tools serviceable

Shop housekeeping acceptable

Required Records

- Shop inspections
- Hot-work permits when used
- Tool/equipment inspection records
- Training records

Key Federal References

29 CFR 1910 Subparts P and Q; 1910.177 where applicable; 1910.147; manufacturer instructions.

CHAPTER 17

FIRE PREVENTION, FUELING & BATTERY SAFETY

Chapter Overview. This chapter establishes the company framework for fire prevention, fueling & battery safety within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Prevent fires, explosions, burns and releases associated with fuel, batteries and ignition sources.

Scope

Applies to fueling areas, maintenance shops, mobile service and vehicle/equipment battery work.

Fueling

Control ignition sources, remain in attendance, use approved dispensing equipment and address spills promptly. Keep emergency shutoffs and extinguishers accessible.

Operational Description. Fuel and ignition hazards require disciplined control of smoking, hot surfaces, electrical sources, spills and emergency equipment. Employees should know when to attempt incipient-stage fire response and when conditions require immediate evacuation and emergency-service notification.

Portable Extinguishers

Where 1910.157 applies, select/distribute extinguishers for hazards, visually inspect monthly, maintain as required and provide required employee education/training.

Operational Description. Fuel and ignition hazards require disciplined control of smoking, hot surfaces, electrical sources, spills and emergency equipment. Employees should know when to attempt incipient-stage fire response and when conditions require immediate evacuation and emergency-service notification.

Battery Safety

Use eye/face and hand protection appropriate to the battery. Control sparks and short circuits; provide ventilation where charging can generate hazardous gases.

Operational Description. Fuel and ignition hazards require disciplined control of smoking, hot surfaces, electrical sources, spills and emergency equipment. Employees should know when to attempt incipient-stage fire response and when conditions require immediate evacuation and emergency-service notification.

Vehicle Fire Response

Drivers should stop in a safe location, shut down when possible, evacuate to a safe distance and call emergency services. Employees should fight only incipient-stage fires within their training and company policy.

Operational Description. Fuel and ignition hazards require disciplined control of smoking, hot surfaces, electrical sources, spills and emergency equipment. Employees should know when to attempt incipient-stage fire response and when conditions require immediate evacuation and emergency-service notification.

Supervisor / Employee Verification Checklist

Verification Item

Fuel area controlled

Extinguishers accessible/current

Ignition sources controlled

Battery PPE available

Emergency shutdown understood

Required Records

- Extinguisher inspections
- Fueling-area inspections
- Battery/hot-work training records

Key Federal References

29 CFR 1910.106, 1910.157 and applicable electrical/PPE provisions; fire-code requirements.

CHAPTER 18

HEAT, COLD, WEATHER & ENVIRONMENTAL CONDITIONS

Chapter Overview. This chapter establishes the company framework for heat, cold, weather & environmental conditions within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Manage environmental conditions that affect drivers, loading personnel and outdoor support work.

Scope

Applies to outdoor work, vehicles, yards, loading/unloading and delivery operations.

Heat Illness Prevention

Plan for cool drinking water, rest, shade/cooling, acclimatization and symptom recognition. Workload, humidity, radiant heat, clothing/PPE and individual risk factors should be considered.

Operational Description. Supervisors should account for environmental conditions during planning and throughout the shift. Work pace, hydration, rest, shelter, visibility and driving expectations should be adjusted as conditions worsen, and employees should be empowered to stop work when weather creates an uncontrolled hazard.

Heat Emergency

Confusion, altered behavior, loss of consciousness or seizures in a hot worker may indicate heat stroke. Call emergency medical services and begin rapid active cooling under the emergency procedure.

Operational Description. Supervisors should account for environmental conditions during planning and throughout the shift. Work pace, hydration, rest, shelter, visibility and driving expectations should be adjusted as conditions worsen, and employees should be empowered to stop work when weather creates an uncontrolled hazard.

Severe Weather

Define criteria for stopping exposed work or high-profile vehicle operation during lightning, high wind, tornadoes, flooding, dust, fog or other dangerous conditions.

Operational Description. Supervisors should account for environmental conditions during planning and throughout the shift. Work pace, hydration, rest, shelter, visibility and driving expectations should be adjusted as conditions worsen, and employees should be empowered to stop work when weather creates an uncontrolled hazard.

Cold and Ice

Use layered clothing, manage wet exposure, treat icy walking surfaces and reduce driving speed for traction and visibility.

Operational Description. Supervisors should account for environmental conditions during planning and throughout the shift. Work pace, hydration, rest, shelter, visibility and driving expectations should be adjusted as conditions worsen, and employees should be empowered to stop work when weather creates an uncontrolled hazard.

Supervisor / Employee Verification Checklist

Verification Item

Weather monitored

Water/rest available

Shelter identified

Driving adjusted to conditions

Shutdown authority understood

Required Records

- Heat/weather training
- Weather shutdown records if used
- Incident/first-aid records

Key Federal References

OSH Act General Duty Clause; OSHA heat/cold guidance; National Weather Service warnings as operational information.

SECTION V

Emergency, Environmental & Program Assurance

Chapters 19–24

Section Overview

This section explains how the company prepares for emergencies, reports and investigates incidents, prevents and responds to spills, verifies employee competency, audits field performance and maintains implementation records. The goal is to ensure the handbook functions as an active management system rather than a document that is only reviewed after an incident.

CHAPTER 19

EMERGENCY RESPONSE & INCIDENT MANAGEMENT

Chapter Overview. This chapter establishes the company framework for emergency response & incident management within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Provide an organized response to injuries, fires, rollovers, crashes, electrical contact, spills and severe weather.

Scope

Applies to all company locations, vehicles and field operations.

Emergency Action Plan

Maintain site-specific contacts, communication methods, evacuation routes, assembly areas and assigned responsibilities.

Operational Description. Emergency procedures should identify who calls for help, who controls the scene, how employees are protected from secondary hazards and how information is communicated. Rescue or recovery work should not begin until hazards such as traffic, instability, electricity, fire and stored energy are controlled by qualified personnel.

Crash/Rollover Scene

Protect the scene without creating additional exposure, call emergency services, provide first aid within training, control traffic and preserve evidence.

Operational Description. Emergency procedures should identify who calls for help, who controls the scene, how employees are protected from secondary hazards and how information is communicated. Rescue or recovery work should not begin until hazards such as traffic, instability, electricity, fire and stored energy are controlled by qualified personnel.

Electrical Contact

If a raised body contacts an energized line, generally remain in the cab and warn others away unless immediate fire or another danger requires evacuation. Contact emergency services and the utility.

Operational Description. Emergency procedures should identify who calls for help, who controls the scene, how employees are protected from secondary hazards and how information is communicated. Rescue or recovery work should not begin until hazards such as traffic, instability, electricity, fire and stored energy are controlled by qualified personnel.

Recovery Operations

Do not improvise vehicle recovery. Stabilization, towing, uprighting and unloading damaged vehicles require qualified personnel and a plan that controls stored energy, traffic and shifting loads.

Operational Description. Emergency procedures should identify who calls for help, who controls the scene, how employees are protected from secondary hazards and how information is communicated. Rescue or recovery work should not begin until hazards such as traffic, instability, electricity, fire and stored energy are controlled by qualified personnel.

Supervisor / Employee Verification Checklist

Verification Item

- Emergency contacts current
- Scene-control roles understood
- First-aid resources available
- Electrical-contact procedure known
- Recovery contractor identified

Required Records

- Emergency plan
- Drill/training records
- Incident records
- Emergency contact list

Key Federal References

29 CFR 1910.38 where applicable; 1910.151; applicable DOT emergency requirements and company emergency procedures.

CHAPTER 20

INCIDENT REPORTING, INVESTIGATION & CORRECTIVE ACTION

Chapter Overview. This chapter establishes the company framework for incident reporting, investigation & corrective action within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Ensure injuries, crashes, near misses, property damage and releases are promptly reported, investigated and corrected.

Scope

Applies to all company incidents and significant near misses.

Immediate Reporting

Employees should report injuries, crashes, damage, spills, load loss and serious near misses immediately or as soon as safely possible.

Operational Description. Prompt reporting allows the company to protect people, preserve evidence and meet applicable notification duties. Investigations should focus on underlying causes and system weaknesses, with corrective actions assigned to responsible persons, tracked to completion and communicated to affected employees.

Regulatory Notifications

Determine whether OSHA severe-event reporting, DOT reporting, environmental notification, insurance or customer notification is required. Assign responsibility in advance.

Operational Description. This requirement should be assigned to a responsible manager and reviewed whenever work locations, equipment, contracts or regulations change. The company should maintain enough documentation to show how applicability was determined and how the requirement is implemented in actual hauling and loading work.

Investigation

Preserve facts, interview involved persons, review photos/video/telematics, inspect equipment and identify direct, contributing and system causes rather than stopping at operator error.

Operational Description. Prompt reporting allows the company to protect people, preserve evidence and meet applicable notification duties. Investigations should focus on underlying causes and system weaknesses, with corrective actions assigned to responsible persons, tracked to completion and communicated to affected employees.

Corrective Action

Assign actions, owners and due dates. Verify effectiveness and communicate lessons learned without discouraging reporting.

Operational Description. Prompt reporting allows the company to protect people, preserve evidence and meet applicable notification duties. Investigations should focus on underlying causes and system weaknesses, with corrective actions assigned to responsible persons, tracked to completion and communicated to affected employees.

Return to Work

Coordinate medical restrictions and modified duty through authorized company processes without asking supervisors to make medical judgments.

Operational Description. Prompt reporting allows the company to protect people, preserve evidence and meet applicable notification duties. Investigations should focus on underlying causes and system weaknesses, with corrective actions assigned to responsible persons, tracked to completion and communicated to affected employees.

Supervisor / Employee Verification Checklist

Verification Item

Reporting expectations understood

Regulatory triggers assigned

Evidence preserved

Verification Item

Root causes addressed

Corrective actions verified

Required Records

- Incident reports
- Investigation files
- Corrective-action log
- Regulatory reports where required

Key Federal References

29 CFR Part 1904 as applicable; 49 CFR accident-record requirements where applicable; company insurance/reporting obligations.

CHAPTER 21

ENVIRONMENTAL & SPILL PREVENTION

Chapter Overview. This chapter establishes the company framework for environmental & spill prevention within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Prevent and control releases of fuel, oil, hydraulic fluid and other regulated materials from hauling and support operations.

Scope

Applies to company yards, fueling, maintenance, mobile refueling and field releases.

Spill Prevention

Inspect tanks, hoses, fittings, vehicles and transfer areas; use suitable containers and keep spill kits available where releases are foreseeable.

Operational Description. Spill prevention begins with sound equipment, secure storage, inspection and good fueling practices. Response procedures should prioritize personal safety, stop the source when this can be done safely, protect drains and waterways, notify responsible personnel and complete any required external reporting.

SPCC Applicability

EPA SPCC requirements may apply to non-transportation-related facilities that meet oil-storage and discharge-potential criteria. Management should document the applicability determination rather than assume the rule applies or does not apply.

Operational Description. Spill prevention begins with sound equipment, secure storage, inspection and good fueling practices. Response procedures should prioritize personal safety, stop the source when this can be done safely, protect drains and waterways, notify responsible personnel and complete any required external reporting.

Response

Stop the source when safe, protect drains/waterways, deploy containment, notify supervision and make required external notifications. Do not wash oil into soil, drains or surface water.

Operational Description. Spill prevention begins with sound equipment, secure storage, inspection and good fueling practices. Response procedures should prioritize personal safety, stop the source when this can be done safely, protect drains and waterways, notify responsible personnel and complete any required external reporting.

Mobile Refueling

At SPCC-regulated facilities, mobile refuelers remain subject to general secondary-containment requirements even though sized containment requirements are streamlined in certain cases.

Operational Description. Fuel and ignition hazards require disciplined control of smoking, hot surfaces, electrical sources, spills and emergency equipment. Employees should know when to attempt incipient-stage fire response and when conditions require immediate evacuation and emergency-service notification.

Supervisor / Employee Verification Checklist

Verification Item

Spill kits stocked

Drain protection available

Fuel transfer controls used

SPCC applicability documented

Notification contacts current

Required Records

- SPCC plan/applicability determination where applicable
- Spill inspections
- Release reports

- Training records

Key Federal References

40 CFR Part 112 where applicable; EPA SPCC guidance; applicable state environmental requirements.

CHAPTER 22

SAFETY TRAINING, COMPETENCY & TOOLBOX TALKS

Chapter Overview. This chapter establishes the company framework for safety training, competency & toolbox talks within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Ensure employees can demonstrate the knowledge and skills needed for assigned hauling/loading work.

Scope

Applies to new hires, transferred employees, drivers, supervisors and employees assigned new equipment or tasks.

Training Matrix

Maintain a role-based matrix covering orientation, PPE, HazCom, driver qualification, defensive driving, vehicle inspection, backing/spotting, dumping, LOTO, emergency response and other applicable topics.

Operational Description. Training should be matched to job duties and verified through demonstration, observation or other evidence of competency. Toolbox talks reinforce key expectations but should not be treated as a substitute for formal training, qualification or certification where a specific requirement applies.

Competency Verification

Training should include practical demonstration or observation where skill matters. Attendance alone does not prove competency.

Operational Description. Training should be matched to job duties and verified through demonstration, observation or other evidence of competency. Toolbox talks reinforce key expectations but should not be treated as a substitute for formal training, qualification or certification where a specific requirement applies.

Retraining Triggers

Retrain after unsafe performance, preventable incidents, equipment/process changes, rule changes or when an employee demonstrates inadequate knowledge or skill.

Operational Description. Training should be matched to job duties and verified through demonstration, observation or other evidence of competency. Toolbox talks reinforce key expectations but should not be treated as a substitute for formal training, qualification or certification where a specific requirement applies.

Toolbox Talks

Use short talks to reinforce current hazards, seasonal issues and recent lessons learned. Toolbox talks supplement—not replace—required formal training.

Operational Description. Training should be matched to job duties and verified through demonstration, observation or other evidence of competency. Toolbox talks reinforce key expectations but should not be treated as a substitute for formal training, qualification or certification where a specific requirement applies.

Supervisor / Employee Verification Checklist

Verification Item

- Training matrix current
- Competency verified
- Retraining triggers defined
- Records complete
- Toolbox topics relevant

Required Records

- Training matrix
- Attendance/competency records
- Retraining records

- Toolbox talk records

Key Federal References

Training requirements within applicable OSHA and FMCSA standards; company policies and manufacturer instructions.

CHAPTER 23

INSPECTIONS, AUDITS, FORMS & CORRECTIVE ACTIONS

Chapter Overview. This chapter establishes the company framework for inspections, audits, forms & corrective actions within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Create a consistent assurance system that finds hazards, documents action and verifies closure.

Scope

Applies to yards, vehicles, loading areas, shops, customer-site observations and safety-program administration.

Inspection Program

Use scheduled and pre-use inspections appropriate to the hazard. Forms should identify what was checked, defects found, immediate controls and responsible person.

Operational Description. Inspections and audits should identify both unsafe conditions and weaknesses in the management system. Findings should be prioritized by risk, assigned for correction, verified for closure and trended so recurring problems lead to stronger preventive controls.

Field Observations

Supervisors should observe backing, loading, dumping, PPE, seat belts, traffic control and vehicle condition. Coaching should be timely and documented when needed.

Operational Description. Inspections and audits should identify both unsafe conditions and weaknesses in the management system. Findings should be prioritized by risk, assigned for correction, verified for closure and trended so recurring problems lead to stronger preventive controls.

Corrective-Action System

Classify risk, assign owner/due date, apply interim controls and verify closure. Serious hazards require immediate control rather than waiting for the normal work-order cycle.

Operational Description. Inspections and audits should identify both unsafe conditions and weaknesses in the management system. Findings should be prioritized by risk, assigned for correction, verified for closure and trended so recurring problems lead to stronger preventive controls.

Program Audit

At least annually, compare written requirements with actual practices, training, inspection quality, maintenance, records and incident trends.

Operational Description. Inspections and audits should identify both unsafe conditions and weaknesses in the management system. Findings should be prioritized by risk, assigned for correction, verified for closure and trended so recurring problems lead to stronger preventive controls.

Supervisor / Employee Verification Checklist

Verification Item

Forms match current operations

High-risk defects escalated

Actions have owners/dates

Closure verified

Annual program audit completed

Required Records

- Inspection forms
- Audit reports
- Corrective-action log

- Management review records

Key Federal References

Applicable OSHA/FMCSA inspection and recordkeeping provisions; company management-system requirements.

CHAPTER 24

EMPLOYEE ACKNOWLEDGMENTS & IMPLEMENTATION APPENDICES

Chapter Overview. This chapter establishes the company framework for employee acknowledgments & implementation appendices within sand, gravel and aggregate hauling and loading operations. It combines policy expectations, field procedures, supervisor verification, documentation and applicable federal references so the subject can be implemented consistently across drivers, loaders, yards, shops and customer/job sites.

SAFETY IS OUR CORE VALUE

Purpose

Provide practical forms and implementation tools for adopting and maintaining this handbook.

Scope

Applies to program administration and employee acknowledgment. The appendices are templates and must be customized.

Required Implementation Forms

The company should maintain controlled versions of forms that match actual operations.

Operational Description. Standardized forms make expectations easier to apply consistently and provide evidence that required checks, training and corrective actions occurred. Forms should be tailored to the company's actual equipment and processes, controlled by revision, and retained according to applicable company and regulatory requirements.

- Driver pre-trip/post-trip defect form.
- Dump-site hazard assessment.
- Backing/spotter observation form.
- Loading-zone inspection.
- Corrective-action log.
- Incident/near-miss investigation form.
- Training matrix and competency sign-off.

Employee Acknowledgment

Employees should acknowledge receipt of the handbook, understand that they must follow current company/site rules, and know how to report hazards and ask questions.

Operational Description. Standardized forms make expectations easier to apply consistently and provide evidence that required checks, training and corrective actions occurred. Forms should be tailored to the company's actual equipment and processes, controlled by revision, and retained according to applicable company and regulatory requirements.

Document Control

Assign an owner, revision date and approval authority. Review annually and whenever equipment, operations, sites or regulations materially change.

Operational Description. Standardized forms make expectations easier to apply consistently and provide evidence that required checks, training and corrective actions occurred. Forms should be tailored to the company's actual equipment and processes, controlled by revision, and retained according to applicable company and regulatory requirements.

Scope Control

Keep this handbook limited to hauling, loading, delivery, yard, shop and fleet-support operations. Activities outside this scope should be addressed in a separate, activity-specific safety program.

Operational Description. Standardized forms make expectations easier to apply consistently and provide evidence that required checks, training and corrective actions occurred. Forms should be tailored to the company's actual equipment and processes, controlled by revision, and retained according to applicable company and regulatory requirements.

Supervisor / Employee Verification Checklist

Verification Item

Revision current

Acknowledgments complete

Forms customized

Verification Item

Obsolete forms removed

Mining operations kept in separate program

Required Records

- Controlled handbook revision log
- Employee acknowledgments
- Current forms/checklists
- Training matrix

Key Federal References

Company document-control requirements; applicable OSHA/FMCSA record-retention provisions.

Implementation Appendices

Appendix A — Driver Pre-Trip / Post-Trip Defect Checklist

Operational Description. Selection must be based on the actual hazard rather than a one-size-fits-all rule. Employees should understand when the protection is required, its limitations, how to inspect and use it correctly, and when damaged or contaminated equipment must be replaced or removed from service.

Verification Item
Date / Unit / Driver
Brakes and air system
Steering
Tires / wheels / lug nuts
Lights / reflectors
Mirrors / glazing / cameras
Suspension
Dump body / hoist / hydraulics
Tailgate / tarp
Warning devices
Defects / action / return-to-service authorization

Appendix B — Dump-Site Hazard Assessment

Operational Description. Selection must be based on the actual hazard rather than a one-size-fits-all rule. Employees should understand when the protection is required, its limitations, how to inspect and use it correctly, and when damaged or contaminated equipment must be replaced or removed from service.

Verification Item
Location / date / driver
Ground firm and level
Edge / excavation stability
Overhead lines / structures
Pedestrians / equipment exclusion
Backing / spotter need
Wind / weather / visibility
Load condition / hang-up risk
Safe to dump? Yes / No
Hazards corrected / supervisor contacted

Appendix C — Loading-Zone Inspection

Operational Description. Selection must be based on the actual hazard rather than a one-size-fits-all rule. Employees should understand when the protection is required, its limitations, how to inspect and use it correctly, and when damaged or contaminated equipment must be replaced or removed from service.

Verification Item
Traffic flow and pedestrian separation
Truck positioning area
Loader communication method
Lighting / visibility
Scale / weight control

Verification Item

Tailgate / tarp check point

Housekeeping / dust control

Corrective actions

Appendix D — Incident / Near-Miss Investigation

Operational Description. Selection must be based on the actual hazard rather than a one-size-fits-all rule. Employees should understand when the protection is required, its limitations, how to inspect and use it correctly, and when damaged or contaminated equipment must be replaced or removed from service.

Verification Item

Event description

Immediate actions

People / equipment involved

Photos / telematics / documents reviewed

Direct causes

Contributing conditions

System / management causes

Corrective actions / owners / due dates

Effectiveness verification

Appendix E — Training & Competency Matrix

Operational Description. Selection must be based on the actual hazard rather than a one-size-fits-all rule. Employees should understand when the protection is required, its limitations, how to inspect and use it correctly, and when damaged or contaminated equipment must be replaced or removed from service.

Verification Item

Employee / role

Orientation

PPE / HazCom

Driver qualification

Defensive driving

Vehicle inspection

Backing / spotter

Loading / dumping

LOTO (role-based)

Emergency response

Annual / refresher date

Verified Federal Source Register

The following official sources support the regulatory and technical framework used in this handbook. Applicability must be confirmed for each operation and jurisdiction.

- [OSHA — Trucking Industry: Loading and Unloading](#)
- [OSHA — Personal Protective Equipment, 29 CFR 1910.132](#)
- [OSHA — Hazard Communication, 29 CFR 1910.1200](#)
- [OSHA — Respirable Crystalline Silica, 29 CFR 1910.1053](#)
- [OSHA — Respiratory Protection, 29 CFR 1910.134](#)
- [OSHA — Lockout/Tagout, 29 CFR 1910.147](#)
- [OSHA — Heat Exposure](#)
- [OSHA — Recordkeeping, 29 CFR Part 1904](#)
- [FMCSA — Regulations](#)
- [FMCSA — Cargo Securement Rules](#)
- [FMCSA — Safety Planner / Vehicle Maintenance](#)
- [EPA — SPCC Applicability](#)
- [EPA — SPCC Overview](#)
- [FHWA — MUTCD](#)