



West Bay Sanitary District Code of Safe Practice

FOR IMMEDIATE RELEASE
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Questions or comments regarding this
Code of Safe Practice should be directed
to the Regulatory Compliance Coordinator.

Vehicle Operations

- SAFETY AND COURTESY FIRST when operating vehicles.
- Review and understand the manufacturer's operator and maintenance manual before operating this equipment.
- Never leave the equipment unattended with the engine running.
- All vehicles will be operated in accordance with all laws, and in a safe and courteous manner.
- Seatbelts will be worn when any vehicle is in operation.
- Each operator will, at their responsibility, maintain valid and current licenses for each class of vehicle they operate.
- Operators will immediately report any change in their license status or motor vehicle violations that may affect driver eligibility.
- Operators are responsible for the condition of their vehicle. Prior to use, the operator will inspect and certify that the unit meets the minimum requirement for safe operation by critical item inspection criteria. Vehicles not deemed "safe" shall not be operated until released for service by operations management.
- Condition reports shall be in writing and prepared at the beginning and end of each driving shift.
- Fueling shall only take place in approved locations; precautions and emergency response guidelines shall be strictly observed in the event of a fuel spill or personal exposure.
- Discrepancies, damage, or equipment operation concerns shall be "written up" and presented at the end of each driving shift, for each vehicle driven.
- Traffic citations, motorist complaints or other unsafe behavior are unacceptable for a City driver.

- Drivers will report any incident involving the public that may reflect unfavorably on the City.
- Drivers will take suitable precautions when exiting and entering their vehicles, and when loading and unloading on public streets.
- Drivers and helpers shall observe all “lifting and loading” precautions.
- In the event of an accident, drivers will observe the City “Accident response and emergency reporting” procedures.

PERSONAL PROTECTIVE EQUIPMENT

Protection Area	PPE Required
Eye	
Face	
Hand	
Head	
Foot	
Body	
Respiratory	
Hearing	