



SOP (BODY TRUCK)

SS-WHS-SAF-000

Authorised By:

Rev 1 [Publish Date]



TASK	Body Truck					
HAZARDS	Flying debris	<input type="checkbox"/>	Heat / cold	<input type="checkbox"/>	Electricity	<input type="checkbox"/>
	Cuts / laceration	<input type="checkbox"/>	Dust	<input type="checkbox"/>	Rollover	<input checked="" type="checkbox"/>
	Pinch / crush	<input checked="" type="checkbox"/>	Noise / vibration	<input type="checkbox"/>	Plant interaction	<input checked="" type="checkbox"/>
	High pressure	<input type="checkbox"/>	Other:	<input type="checkbox"/>	Chemical	<input type="checkbox"/>
PPE REQUIRED	 					

PRE-START CHECKS

1. Complete all pre-start checks as per manufacturer's guidelines.
2. Conduct a thorough visual inspection and check for visible damage or wear.
3. Make sure the dashboard gauges, warning lights, and control mechanisms are operational.
4. Adjust the seat, rearview mirrors, and steering wheel to ensure a comfortable and secure driving position.

SAFE OPERATING PROCEDURE

1. Ensure personnel are competent and authorised.
2. Ensure personnel are fit for duty and not impaired by drugs or alcohol.
3. Do not use a mobile phone while operating.
4. Always wear your seatbelt.
5. Start the engine and pay attention to any unusual noises or warning indicators; address any issues before proceeding.
6. Comply with traffic laws, operate at safe speeds, and handle the vehicle smoothly to adapt to the load type and road conditions.
7. Maintain exclusion zones around people, powerlines, and other hazards (use spotters if necessary).
8. Ensure cargo is secure, and its weight distribution is even. Use the appropriate tie-down methods for load stability.
9. Remain vigilant of surrounding activities, especially when manoeuvring or reversing the body truck.
10. Beware of uneven or sloping ground.

POST-OPERATION PROCEDURE

1. Turn off the vehicle's engine, engage the parking brake, and collect all keys before exiting.
2. Do a visual inspection to identify any damage or changes that might have occurred during operation.
3. Remove any debris, tools, or personal belongings to maintain a clean cabin for the next user.
4. Log the end-of-day mileage, fuel usage, and any mechanical concerns in the vehicle's logbook.
5. Secure the vehicle by locking all doors and ensure that any cargo or load area is also secured. Return the vehicle keys to the proper location.