

<i>E&B Oilfield Services Inc.</i>	Activity: ALL WORK Pre – Trip inspections		Doc No:	HAZ-ID
			Initial Issue Date	4/1/2015
			Revision Date:	4/1/2016
HAZARD IDENTIFICATION AND ASSESSMENT			Revision No.	1
			Next Revision Date:	4/1/2017
Preparation: Jessica Lee	Authority: Danny Abegglen	Issuing Dept: Safety	Page:	1 of 4

Purpose

- **Pre – Trip inspections**

Key Responsibilities

- Managers and Supervisors will make sure you have the proper training on knowing what to do for a pre-trip inspection
- Make sure you know what to look for in a pre-trip inspection
- Don't be lazy about it make sure you do it right and an all the way thorough inspection

Hazard and Risk Identification

- Malfunctions in the interior of the vehicle
 - Seatbelt don't work
 - Heater / AC is broke
 - Window won't roll up or down
 - Lights won't work
- Malfunctions on the exterior of the vehicle
 - Low / flat tire
 - Tailgate is open or won't open
 - Equipment not properly tied down
 - Trailers or equipment not properly hooked up
 - Lights don't work on your vehicle
 - Lights don't work on your trailer
 - Needing oil change
 - Check brakes

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Risk Assessment

Hazards are classified and ranked based on severity. The program identifies hazards are classified/prioritized and addressed based on the risk associated with the task. (See the risk analysis matrix outlining severity and probability).

Employees use company vehicles every day. Some employees trailer equipment to and from job sites. Equipment failures could injure employees or innocent third parties.

E&B OILFIELD SERVICES INC. RISK ASSESSMENT MATRIX – PRE TRIP INSPECTIONS

CONSEQUENCE					PROBABILITY				
Severity	People	Assets	Environment	Reputation	A	B	C	D	E
					Not Done	Rarely	Once a week	Several Times in a Week	Multiple Times in a Day
0	No health effect	No damage	No effect	No impact					X
1	Slight health effect	Slight damage	Slight effect	Slight impact					X
2	Minor health effect	Minor damage	Minor effect	Limited impact				X	
3	Major health effect	Localized damage	Localized effect	Considerable impact			X		
4	Single fatality	Major damage	Major effect	National impact	X				
5	Multiple fatalities	Extensive damage	Massive effect	Global impact	X				

Key	Manage for continuous improvement (Low)	Incorporate risk reduction measures (Medium)	Intolerable (High)
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Risk Controls/Methods to Ensure Identified Hazards Are Addressed and Mitigated

The following describes how identified hazards are addressed and mitigated:

- The Federal Motor Carrier Safety Regulations require drivers who are hauling hazardous materials to check their tires. This requirement applies to any motor vehicle engaged in the transportation of hazardous materials which must be marked or placarded. When originally enacted, this rule was intended to prevent possible fires caused by overheated tube-type tires. Thus, drivers with dual tires were required to stop every two hours or 100 miles to inspect their tires. With advancements in tire technology, fires caused by overheating are much less common today.

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- The federal safety regulations require drivers to periodically check their cargo and securement devices to ensure that the cargo is properly secured, and make adjustments as necessary. Drivers are required to check their loads:
 - Before the trip starts
 - Within the first 50 miles after beginning the trip
 - Whenever the driver makes a change in duty status or after the vehicle has been driven for 3 hours or 150 miles, whichever occurs first
- Front of Vehicle
 - Check for any evident damage
 - Check under the vehicle for any fresh oil, coolant etc
 - Check all the external lights
- Engine Compartment
 - Leaks / Hoses
 - Oil
 - Coolant Level
 - Power Steering Fluid
 - Engine compartment belts
 - Windshield washer fluid
 - Electrical Wiring
 - Exhaust System
- Cab check / Engine Start
 - Clutch / Gearshift
 - Safe Start
 - ABS Lights
 - Gauges
 - Oil pressure
 - Temperature
 - RPM
 - Mirrors / Windshield
 - Emergency Equipment
 - Steering Play
 - Wipers / Washers
 - Lighting Indicators
 - Horn
 - Heater / Defrost
 - Safety Belt
 - Light's / Reflectors
 - Parking Brake
 - Air Brake check
- Steering System
 - Steering Box / hoses
 - Steering Linkage
 - Pitman Arm
 - Draglink
 - Steering Column
 - Upper and Lower steering arm
 - Tie Rod




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- Front Suspensions of vehicle
 - Chassis / Frame
 - Springs
- Rear suspension of vehicle
 - Torque Rod
 - Air Bags
- Front Brakes
- Rear Brakes
- Front Wheels and rear wheels
 - Rims
 - Tires
 - Lug nuts
- Side of vehicle
 - Doors / Mirrors
 - Fuel Tank
- Rear of vehicle
 - Lights / Reflectors
 - Mud Flaps
- Under vehicle
 - Mud
- Just make sure you always do Walk Arounds of your vehicle, equipment and trailers



Pre-Trip Inspection

- ☑ Take a walk around your vehicle.
 - Windows clean?
 - Lights/signals clean & working.
 - Tires properly inflated / tread wear.
 - Fluid leaks on the ground.
 - Plates current???



Inside the Vehicle

- ☑ Adjust your seat and fasten seat belt
- ☑ Check and adjust all Mirrors
- ☑ Adjust your Headrest
- ☑ Assure doors fully closed and secured
- ☑ Scan the gauges
- ☑ Check windows/windshield
- ☑ Adjust the vents, windows, heater & air conditioner
- ☑ Make sure you're emotionally ready to focus on driving

JSA Sample

The following describes how identified hazards are addressed and mitigated:

Basic Job Step	Potential Injury or Hazards	Mitigation / Tools
Pre – trip inspection of your vehicle, trailers and equipment	Flat tire, broke down	Do walk arounds around your vehicle, trailers and equipment

Other Info