

	WESTERN MILLCRAFT INC. 12506 – 128 STREET EDMONTON, AB, T5L 1C8	Effective Date: 1 OCTOBER, 2011	Revised by: JFK
	OCCUPATIONAL HEALTH & SAFETY MANUAL COMPANY RULES AND REGULATIONS TIRE SAFETY	Page 1 of 1	HSE: 3.29: 14.3.2 Revision: 00

TIRE SAFETY:

Western Millcraft Inc. must ensure that all employees, whose work requires operation of a motor vehicle, do so safely, in compliance with all vehicle codes, traffic laws, company procedures, and manufacturers recommended operating guidelines.

The nature of Western Millcraft Inc. work takes our field crews and sales personnel many kilometers each day over all road types and in all weather conditions. Driving is a major hazard to these employees, even though driving is an important part of their work, and getting to jobsites and returning safely is imperative.

Western Millcraft Inc. employees assigned a company vehicle are responsible for the safe operation and maintenance of that vehicle. Tire and tire service are part of that responsibility.

INSTRUCTIONS & RULES:

- Tire condition will be monitored as part of the walk around procedure every day
- Tire condition and accrued kilometers are to be recorded on each monthly vehicle inspection checklist
- Tires displaying damage or wear are to be brought to the attention of the Health, Safety and Environment Manager
- Tires will not be driven to extreme wear for the sake of delaying the expenditure associated with replacement – safe driving is important
- Should an employee have a “FLAT” they will install the spare tire in accordance with the vehicle manufacturer’s procedure. Proper care in parking well away from driving lanes, proper placement, and use of jack and wheel chocks will be observed.
- Triangle reflectors will be placed as required, behind the vehicle
- “FLAT” tire will be taken by the employee to an accredited tire repair service that Western Millcraft Inc. uses and have the tire fixed and repair will be forwarded to the Health, Safety and Environment Manager

The Information in this policy does not take precedence over the OH&S Act, Regulation, Codes, or applicable Government Legislation