



Tailgate/Toolbox Safety Training

Safety Services Company-Safety Meeting Division, PO Box 6408 Yuma, AZ 85366-6408 Toll Free (866) 204-4786



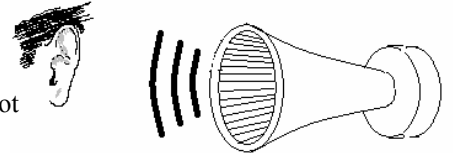
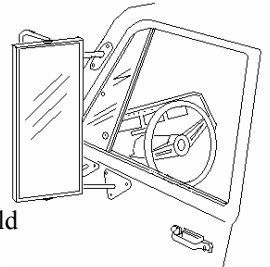
Company Name: _____ Job Site Location: _____

Date: _____ Start Time: _____ Finish Time: _____ Foreman/Supervisor: _____

Topic 360: Safe Backing for Drivers

Introduction: Backing up a vehicle is a basic function of driving. Backing up seems like a simple operation which would hardly present many hazards, yet drivers frequently cause vehicle and property damage, injuries, and even fatalities by performing this task improperly. Following are safety guidelines for backing up a vehicle or piece of equipment safely:

- **When backing** a vehicle do not solely rely on the mirrors for guidance. Turn around and look where you are going.
- **If your view** to the rear is at all obstructed, before backing up, place the vehicle in park or neutral with the brake set, and get out and look behind the vehicle or equipment to ensure that your pathway is clear.
- **Before** backing out of a residential driveway, walk around the back of your car to enter the vehicle. Every year children are tragically injured and killed because they were playing behind a car where the driver could not see them, and then the car accidentally backed over them.
- **Equipment or vehicles** which have an obstructed view to the rear must have an automatic back-up alarm which may be heard over the usual noise of the work area, or an observer (ground guide) that signals it is safe to back up.
- **Do not assume** anyone can hear your back-up alarm and will move clear of your path when backing a piece of equipment. Ensure that your path is clear and that any person in the area is aware of your intention to back up before moving your vehicle.
- **When acting** as a ground guide to assist in directing a vehicle or piece of equipment, do not walk backwards. Look in the direction you are walking and frequently check to see the position of the vehicle you are guiding. Ensure that you stay in view of the driver at all times. Prior to beginning, confirm the hand signals to be used with the driver.
- **When backing a trailer**, have someone guide you. Remember that you steer opposite the direction you want the trailer to move. Using your mirrors to back a trailer can be extremely confusing as objects are backwards in a mirror. If possible turn around and look where your trailer is going.
- **Do not attempt** to back too close to any object without someone guiding you.
- **Take into account** the extra room needed when backing up a pickup truck or equipment which may have a tailgate, liftgate, trailer hitch, etc.
- **When backing** an aerial device, or piece of equipment with an implement raised, remember to look for overhead obstructions and hazards as well as what is directly behind you.
- **Keep your speed low** when backing any vehicle. Driving in reverse is harder than driving forward and it is much easier to lose control of a vehicle driving too fast in reverse.
- **Stay out of** the direct path of any vehicle backing up. Never get between a vehicle which is backing up and a fixed or solid object or an excavation; no matter how much clearance you think you have.



Conclusion: Always know what is behind you while driving, especially when backing up. Follow these guidelines for safety when backing up a vehicle.

Work Site Review

Work-Site Hazards and Safety Suggestions: _____

Personnel Safety Violations: _____

Employee Signatures: _____
(My signature attests and verifies my understanding of and agreement to comply with, all company safety policies and regulations, and that I have not suffered, experienced, or sustained any recent job-related injury or illness.)

Foreman/Supervisor's Signature: _____

These guidelines do not supercede local, state, or federal regulations and must not be construed as a substitute for, or legal interpretation of, any OSHA regulations.