
 HEALTH, SAFETY & ENVIRONMENTAL MANUAL	11.8 Reversing Vehicles and Signalers Program				
	Initial HIRA Score:	15	Residual HIRA Score:	10	Critical Task: Yes
	Procedures: 12.11.8				
	Revision Number: R0		Number of Pages: 3		
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REVERSING VEHICLES AND SIGNALERS

PURPOSE

To ensure all workers who act as signalers on jobsites understand their roles and responsibilities. Supervisors will also understand their role in providing instructions to signalers.

SCOPE

A signaler is a worker who assists the operator of a vehicle, machine, crane or similar excavating equipment and hoisting devices.

Signalers are used for several tasks on J-AAR jobsites which include:

- overhead electrical hazard procedures.
- traffic control.
- **reversing equipment or vehicles.**

Training – what is required?

A signaler must be a competent worker and receive adequate oral training in their duties and adequate oral and written instructions in a language they understand.

Operator and Driver Responsibilities

- Operators and truck drivers must inform their supervisor when they require a signaler for a specific task. The onus is on the operator or driver to request the signaler if it is required, and the supervisor has not already provided.
- Do not proceed until a signaler is assigned.
- Sign off on the Signal Person Instruction form or the Electrical Hazard Plan using the HCSS Forms app.

Signaler Duties



A signaler:

- shall be a competent worker and not perform other work while acting as a signaler.
- shall wear proper protective equipment including reflective safety clothing /vests. If working at night, reflective arm and leg bands must also be used.
- shall stay clear of the intended path of travel of the machine or vehicle.
- shall be in full view of the operator of the machine or vehicle.
- shall have a clear view of the intended path of travel of the machine or vehicle.
- shall watch the part of the machine or vehicle or its load that the operator cannot see.
- shall communicate with the operator using a predetermined system (i.e. hand signals, 2-way radio).

Roles

Management shall:

- Ensure that signalers are competent workers and receive training and instructions as required.

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- Ensure all PPE and warning signs are used as required.
- Keep copies of all documents for the project.

Supervisors shall:

- Give oral and written instructions to signalers onsite as required.
- Setup signs as needed.

Workers shall:

- Follow all instructions in their duties as a signaler.
- Wear all PPE as required.

Reversing Equipment

Construction Regulations 213/91, Section 104 reads:

Every project shall be planned and organized so that vehicles, machines and equipment are not operated in reverse or are operated in reverse as little as possible.

Vehicles, machines and equipment at a project shall not be operated in reverse unless there is no practical alternative to doing so.

J-AAR REVERSING DISCIPLINARY POLICY

Due to an increased number of potentially catastrophic reversing related incident on our job sites year over year J-AAR is enacting policies involving reversing equipment, as well as taking this time to reiterate existing policies and legal requirements under *the Act*.

S. 104 in *the Act* states:

“(1) Every project shall be planned and organized so that vehicles, machines, and equipment are not operated in reverse or are operated in reverse as little as possible.

(2) Vehicles, machines, and equipment at a project shall not be operated in reverse unless there is no practical alternative to doing so.

(3) Operators of vehicles, machines, and equipment shall be assisted by signalers if either of the following applies:

1. the operator’s view of the intended path of travel is obstructed.



2. A **person** could be endangered by the vehicle, machine, or equipment or by its load

(4) Subsection (3) also applies to shovels, backhoes and similar excavating machines and to crane and similar hoisting devices.

(5) The operator and signaler shall,

(a) jointly establish the procedures by which the signaler assists the operator; and

(b) follow those procedures...”

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J-AAR site supervisors and project management are responsible for ensuring that job sites are organized in such a way that reversing is carried out as little as possible and that a dedicated signal person is available when required. A signal person instruction form (found on HCSS) must be completed by the supervisor and reviewed by the operator and signal person at least weekly – or when crew members or conditions change.

It is J-AAR’s policy that back dragging in skid steers will not take place on J-AAR projects. Use another piece of equipment or use the bucket moving forward.

It is also J-AAR’s policy that **high speed must only ever be active when travelling forward**. It is not to be used while the equipment is actively working or being operated in reverse. It is for forward travel only.

Operators are responsible for ensuring that before they begin work which will require reversing all requirements are met. Any operator involved in a backing related incident will be subject to a **three (3) day suspension** and possible retraining before they will be able to return to work. If you do not have what you need to carry out this type of work safely, work shall not be carried out until all required controls are in place.

Any questions or concerns can be directed to your immediate supervisor.

LEGISLATION

Construction Regulations 213/91, Sections 104-106