



Ground Ops Safety Alert

ALL INFORMATION CONTAINED IN THIS DOCUMENT ARE CIRCULATED TO IMPROVE SAFETY CULTURE AND AWARENESS

Procedure for Installing Side Rails Before Accessing the Belt Loader

Purpose

To ensure operator safety during belt loader use by confirming that side rails are properly installed before accessing the machine.

Scope

All operators authorized to use the belt loader.

Responsibilities

The operator is responsible for checking and installing the side rails before getting onto the equipment.

Operating Procedure

1. Preliminary Inspection

- Ensure the belt loader is stationary, secured, and all locking systems are engaged.
- Check that the side rails are present, intact, and free from damage.

2. Installation of Side Rails

- Position the side rails correctly in their designated slots.
- Ensure that fastening mechanisms (pins, hooks, or locks) are fully inserted and secured.
- Verify stability by applying light pressure to the rails.



3. Final Check

- Confirm that both side rails are installed along the entire required length.
- Ensure there are no loose or improperly secured parts.

4. Access to the Belt Loader

- Only after successfully completing the above checks, access the belt loader using the designated steps and handholds.

Prohibitions

- It is forbidden to access or operate the belt loader without the side rails installed.
- Do not use damaged or improperly secured side rails.

**Safety Notes**

- In case of any issues or inability to install the side rails, immediately report to a supervisor and do not use the equipment.