

TOOLBOX TALKS

ENTERING AND EXITING THE CAB OF YOUR MACHINE

Toolbox Talks are designed to promote safety discussions and best practices on the jobsite. To see more Toolbox Talks, please visit cat.com/toolboxtalks.

Safely entering and exiting your machine cab before, during and after your shift is an essential part of workplace safety.

ENTERING AND EXITING THE CAB OF YOUR MACHINE

GETTING ON THE MACHINE:

- Always use 3 points of contact when entering machines
- If you have items to bring in the cab with you, such as a lunchbox or radio, set them on the machine's entry platform before climbing on the machine, and secure them once inside the cab. Do not secure the items in a place that blocks ingress or egress
- If the machine is too high to safely reach the entry platform, tie your items to a rope then hoist them up once you are safely on the entry platform
- Never throw items onto the machine or into the cab from the ground
- Avoid contact with machine controls when entering or exiting the cab
- Always be sure the machine is off and all implements are grounded before entering a machine

DURING YOUR SHIFT:

- Be aware of all of your surroundings
- Always assume that others on the jobsite do not see you, even though you are operating large machines
- If you must exit your machine for any reason, ALWAYS shut the machine down, apply the parking brake and ground all implements
- Never throw any objects from the cab of your machine
- Never allow anyone to throw objects to you from the ground. Stop and shut the machine down, and pass the object from person to person in a safe and controlled manner

EXITING YOUR MACHINE:

- Be sure the machine is off with the parking brake engaged, ground all implements and remove the key from the ignition before exiting
- Always face the machine and use 3 points of contact
- If you have items to take out of the cab set them on the entry platform first, face the machine, properly dismount the machine and then grab the items while standing firmly on the ground
- If you cannot reach the items from the ground, use a rope and lower them to the ground before dismounting the machine
- Never exit the machine with items in your hands

QUESTIONS TO GENERATE DISCUSSION:

- Have you ever allowed someone to throw something into your cab with your machine running?
- Do you think of the safety issues when others on your jobsite are doing such acts?
- Do you remind others to be safe when you witness a co-worker doing an unsafe act?

There are a lot of moving parts on the jobsite. To find a safety topic relevant to your operation, please visit cat.com/toolboxtalks.

Discussion Date: _____

Employee Participants:

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