

BEST PRACTICES SPREADER: PRE-TRIP INSPECTION CHECKLIST

USE THIS CHECKLIST AS A VEHICLE INSPECTION GUIDE

PRE-START CHECKPOINTS:

Examine each of these checkpoints for proper condition and operation.

TAILGATE SPREADER *(not in motion)*

- Ensure that the truck's ignition key is removed or power is disabled.
- Cracks/breaks
 - Pins
 - Clips
 - Welds
 - Chain
 - Belt
 - Auger
 - Mounting hardware if applicable *(tailgate and hitch mount)*

HYDRAULICS *(if applicable)*

- Check the following:
 - Fluid levels
 - Hoses and couplings
 - No cracks or leaks

ELECTRICAL CONNECTIONS/CONTROLS

- Dielectric grease is applied
- Connections are completely engaged
- Do the spinner and auger/chain controls work properly (electrical)

ENTIRE SPREADER TIED DOWN PROPERLY

Check the following:

- Ratchet binders
- Tight and Secure
- Bolted in properly
- Cab protection securely in place (blocked)

AUXILIARY ENGINE

- Check the following:
 - Fuel level
 - Adequate amount of fuel
 - Oil level
 - Adequate amount of oil
 - Condition and color of oil
 - Chains
 - Proper tension
 - Adjustment
 - Oiled?
 - Belts
 - Proper tension
 - Overall condition (cracks, tears, rips)

GOVERNOR ROD/THROTTLE

- Check the governor rod and throttle movement

SPINNER SHAFT

- Check the shaft.
 - Shaft is not bent/broken
 - Shaft is not out of alignment
 - Bearing condition/greased

HOPPER

- Check the hopper
 - Foreign objects or material
 - Large clumps of deicer
 - Inverted V condition
 - Screen is tight and secure
 - Chute door setting (calibration)

SPINNER

- Check the spinner
 - Spinner not bent
 - Condition of spinner plate and throwing fins
 - Proper directional plate settings
 - Spinner moves freely

AUGERS/FEED CONVEYOR OR CHAIN

- Check the auger
 - Auger/conveyor is not bent
 - Auger/conveyor is free moving
 - Bearing condition/greased

COVER *(if applicable)*

- Bolted onto the spreader or truck
- Condition of tarp cover

MISC. *(if applicable)*

- Weight of loaded spreader
- Deflectors
- Salt chute control deflectors
- Rheostat controls
- Sprockets
- Grease points
- Block spreaders in so they can't move forward
- Safety bar around spreader so you don't run into it (what is its condition)
- V-Box: slid into the back of the truck, is it bolted chained or strapped down?
- Under tailgate: pinned and bolted to the dump body (hard mounted); 2 sets of hyd lines-1 for auger, 1 for spinner/spinner assembly attached correctly with balancing rod
- Liquid tank spreader, are they secure and filled?

Checklist continues: See other side for Proper loading and Personal Protective Equipment Checklist

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PROPER LOADING AND OPERATION OF SPREADERS

LOADING ICE CONTROL PRODUCTS

- Proper lifting techniques for putting salt bags on truck
- Ensure that you know the total weight of the salt bags, so as to not overload the truck
- Loading the hopper
 - Ensure screen is in place (*to break up chunks*)
 - Know the bucket size, weight of one bucketful, load capacity of truck, GVWR (*found on inside of driver's side door*)
 - (*i.e. 1 yard of rock salt = approx. 1 ton*)
- You can't load higher than manufacturer standards and capacities

APPLICATION

Patterns

- Checking calibration, application rate
- Check delivery rate and pattern on a small area before treating a large area
- Understand the effects of spinner/auger/chain speed

LIQUIDS

- Injector type (applicator) condition
- Gravity feed- on/off valve
- Ground speed control
- Electrical connections
- Spray bar and Tips (are they in good condition and installed properly?)
- Liquid lines (are they ok, cracked or broken)
- Liquid Tanks (are they full)
- Look for leaks (are there any liquid leaks or noticeable spots)
- Do a pre-wet test in order to check and calibrate equipment
- Loader driver visually checks operations for the truck driver (*this saves the driver from entering and exiting the cab of the truck*)

This list is not all inclusive, but should give you a good start to a safety and pre-trip inspection program.

PERSONAL SAFETY CHECKLIST

PERSONAL PROTECTIVE EQUIPMENT (PPE) GEAR:

- Insulated boots
- Warm socks, and an extra pair
- Thermal wear
- Reflective gear
- Hat or winter cap
- Snug-fitting gloves
- Sunglasses
- Blanket
- Cell phone and cell phone charger
- 2-Way radio

TRUCK GEAR: Safety items are to be provided inside of a truck.

- Blanket
- Gloves
- Fire extinguisher
- Small tool kit
- Tow strap
- Flashlight w/ fresh batteries
- Lock-deicer
- First-Aid kit
- Scraper / brush
- Brake fluid
- Washer fluid
- Jumper cables
- Shovel
- Flares
- Fuses
- Triangles or cones
- Tire gauge
- Driver's license
- Vehicle registration
- Proof of insurance
- Sand or salt
- Shovel
- Spare parts / hardware (i.e. cotter pins)