

DOCK SAFETY

Preparation before employee training:

Inspect dock doors for wheel chocks and posters with instructions requiring they be used.

Inspect chains and glad hand locks are in good working order

Employee training:

To prevent a trailer from being mistakenly towed, we require that an air brake glad hand lock must be installed on every trailer. Additionally, if a trailer is to be accessed with equipment over a dock leveler, both rear wheels must be chocked to prevent the trailer from separating from the dock.

Any trailer without a detachable brake line, such as a box truck, must have both rear wheels chocked regardless of the method used to access the trailer.

As a trailer is backed into the dock, the dock door must remain closed or the safety chain must remain latched until the air brake glad hand lock is installed and the rear wheel chocks (if required) are set. Opening the dock door or unlatching the safety chain before the air brake glad hand lock is installed and wheel chocks (if required) are set is a Group 1 violation.

Group 1 action for safety violations

1st = Documented Verbal warning

2nd = Written warning

3rd = Written warning with three day suspension

4th = Discharge

The air brake glad hand lock and wheel chocks (if required) must be in place throughout the entire loading / unloading process. If an employee enters a trailer without the air brake glad hand lock and wheel chocks (if required) in place, the employee that opened the trailer door has committed a Group 2 violation. Removing the air brake glad hand lock or wheel chocks before all equipment and personnel have exited the trailer is a Group 2 violation.

Group 2 action for safety violations

1st = Written warning with three day suspension

2nd = Discharge

The dock door must be closed and latched before the air brake glad hand lock or wheel chocks are removed. The dock door must remain latched until the trailer has been towed. An employee that removes the air brake glad hand lock to allow a trailer to be towed from an open dock door has committed a Group 3 violation. An employee that opens the dock door without the glad hand lock in place and the trailer is then towed from the open door has committed a Group 3 violation.

Group 3 action for safety violations

1st = Discharge