

**SOP Number #009**

**SOP Title Towing and Extracting Vehicles**

	<b>NAME</b>	<b>TITLE</b>	<b>SIGNATURE</b>	<b>DATE</b>
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<b>SOP no.</b>	<b>Effective Date</b>	<b>Significant Changes</b>	<b>Previous SOP no.</b>

## 1. PURPOSE

- This procedure is a guideline on the proper way to safely and efficiently extract a stuck vehicle at a field location. Employees at BBGCI will use this as a guide to help them perform their duty in a safe and productive manner.

## 2. INTRODUCTION

- BBGCI understands that all jobs are different. This SOP is set in place as a guideline to help employees understand the proper procedure to follow while towing and pulling vehicles in the Permian Basin.

## 3. SCOPE

- This procedure has been set in place for all BBGCI personnel involved in towing and/or pulling vehicles.

## 4. DEFINITIONS

- Line of Fire- The path of a moving object that can potentially injure or the potential path of an object that may move.
- Buffer Zone- The area where operation occurs, that is deemed not safe for unauthorized personnel or equipment.
- Rescue Equipment- Any equipment with an approved anchorage point that is capable of performing extraction duties.
- Towing Device- a minimum of a 1” cable or a manufactures approved recovery tow strap rated for the required weight being towed.
- Anchorage- means a secure point of attachment for lifelines, lanyards, or deceleration devices.

## 5. RESPONSIBILITIES

### PIC on Location

1. Participate in tailgate meeting and JSEA.
2. Understand the scope of work and the hazards involved in his/her specific job duty.
3. Maintain good communication with the operators of the stuck vehicle and the operator of the rescue equipment.
4. Make a competent decision on the proper towing device that will safely extract the stuck vehicle. Some of the factors involved in this decision will be the gross vehicle rating and the soil condition of which the vehicle is stuck.
5. Maintain a safe working distance away from any equipment while work is in progress.

### Rescue Equipment Operator

(Equipment includes: Excavator, Dozer, Forklift & Crew Trucks)

1. Participate in tailgate meeting and JSEA.
2. Complete equipment inspection.
3. Understand the scope of work prior to beginning work.
4. Establish good communication with the spotter and the operator of the stuck vehicle
5. Ensure the equipment has an anchorage that is sufficient to hold the towing weight of the stuck vehicle.
6. Ensure the recovery tow strap/ cable is capable of performing extraction duties and is properly hooked up to the anchorage point.

#### Stuck Vehicle Operator

1. Participate in tailgate meeting and JSEA.
2. Understand the scope of work prior to beginning work.
3. Establish good communication with the spotter and the operator of the stuck vehicle
4. Ensure the vehicle has an anchorage that is sufficient to hold the towing weight of the stuck vehicle.
5. Understand the scope of work prior to beginning task.
6. Maintain good communication with all employees involved in this process.

#### Spotter

1. Participate in tailgate meeting and JSEA.
2. Understand the scope of work prior to beginning work.
3. Establish good communication with involved personnel
4. Establish a buffer zone and do not allow anyone within the zone.

## 6. SPECIFIC PROCEDURE

### Towing and Pulling Vehicles (Personnel Involved: Equipment/ Vehicle Operators, Qualified Spotter, and PIC)

1. Line the vehicles up - hitch to hitch if possible.
2. Clear as much sand, mud or snow as possible from the path of the wheels.
3. Lay out the towing device between the vehicles ensuring that there are no loops or knots and the strap is in good condition - no frays or damage.
4. Establish the "Buffer Zone", no person shall enter or be in the zone outside of a vehicle during the pull.
5. Properly hook both ends of the recovery strap to the equipment involved.
6. The rescue vehicle will slowly drive forward without exerting too much force on the towing device until the rigging is tight. NOTE: In the event that the PIC believes a

chain sling is appropriate, it is imperative that at no time will the chain be shock loaded.

7. Both vehicles will accelerate until the stuck vehicle is free.

***Slips, Trips and Fall Hazards:***

- Inspecting equipment
- Climbing on and off equipment.
- Walking on uneven surfaces or rocks

**Traffic**

**Load/Unload mobile equipment**

- Uneven loading/unloading surfaces
- Trucks not properly chocked or stabilized,
- Pedestrians, congested work area,
- Unauthorized movement of vehicle,
- Personnel not properly trained,

***Pinch Points and Line of Fire Hazards:***

- Moving equipment
- Walking in unauthorized work areas/ buffer zone
- Towing Device
- Moving equipment

**7. REQUIRED PPE**

- Hard hat
- Safety Glasses
- Steel Toe Boots/ Safety Toe Shoes
- Gloves
- Reflective vest for spotter (Site Specific)
- Fire Resistant Clothing (Site Specific)
- Personal Gas Monitors (Site Specific)

**8. FORMS/TEMPLATES TO BE USED**

- JSEA
- Work Permits (If Required)
- Equipment Inspection Forms
- Client Required Forms

**9. INTERNAL AND EXTERNAL REFERENCES**

**9.1 Internal References**

**9.2 External References**

**10. CHANGE HISTORY**