

SAFE WORKING PROCEDURE

Curtain-Sided Trailer Operation

Purpose

To ensure curtain-sided trailers are operated safely and to minimise the risk of injury to employees, agency workers and third parties.

Hazards

- Falling from height.
- Slips, trips and falls.
- Moving vehicles.
- Falling loads.
- Manual handling injuries.
- Adverse weather conditions.

Personal Protective Equipment (PPE)

- Safety footwear.
- Hi-visibility clothing.
- Gloves where required.

Safe Working Procedure

1. Park the vehicle in a safe, level location and apply the parking brake.
2. Ensure the vehicle engine is switched off where appropriate.
3. Check the surrounding area is clear of people, vehicles and obstructions.
4. Release trailer buckles carefully while standing clear of tensioned curtains.
5. Open curtains from a safe position, maintaining three points of contact where possible.
6. Secure curtains using the fitted retaining straps.
7. Remove any load restraint equipment only when instructed and when safe to do so.
8. Never climb onto loads or trailer decks.
9. Remain clear of forklift operations during loading and unloading.
10. After loading, inspect the load to ensure it is stable and correctly positioned.
11. Re-secure curtains and all buckles before moving the vehicle.
12. Complete a final walkaround check before departure.

Prohibited Activities

- Climbing onto loads.
- Walking on trailer beds unnecessarily.
- Standing between vehicles during manoeuvring.
- Operating with unsecured curtains.

Emergency Actions

Stop work immediately if unsafe conditions are identified and report concerns to the Traffic Office or Supervisor.