

SAFETY REGULATION VV04 Mobile work equipment-traffic	nyrstar Balen/Pelt
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1 PURPOSE

With this directive we want to eliminate or limit as much as possible the risk of accidents, injuries or incidents in traffic situations with interaction between pedestrians, cyclists and / or motorized vehicles.

2 SCOPE

The requirements of this Directive apply to traffic situations and the use of vehicles on the sites, including the use of Nyrstar vehicles in car parks and outside the factories and when purchasing new vehicles.

When purchasing, designing, training and maintenance, the Nyrstar technical standard TS210 Vehicle and pedestrian safety should be taken into account.

3 DEFINITIONS

Item	Definition
Industrial vehicle	motorized vehicle designed for carrying, pushing, pulling, stacking loads in an industrial environment. (e.g. forklift)
Light vehicle	small motor vehicle such as car, van (< 9 passenger driver included).
Heavy vehicle	Truck, vehicles with similar dimensions to a truck
DMS	Document management system

4 REGULATIONS

4.1 General requirements for the use of vehicles

Only vehicles that inevitably need to be present on the site will be granted access

- Violation of traffic rules (including in particular the speed limit of 30 km/h, 15 km/h in buildings and "STOP" obligations) will lead to denial of access
- The driver must have a valid driver's license or certificate of skill
- Persons may only ride on seats arranged for that purpose
- Safety belt(s) must be present and (all) occupant(s) of a vehicle must wear them
- The vehicle must be in a proper state of repair. The safety device (e.g. brakes, lighting, direction indicator lamps) shall function properly. The vehicle shall not have sharp edges (e.g. damage) which could lead to more serious injury in the event of a possible collision.
- Heavy loads must be secured when driving faster than walking pace (10 km/h).
- Driving industrial or heavy vehicles is a safety function, [where at least a biennial medical check-up demonstrates fitness](#).

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- Only hands-free telephone calls are permitted while driving a vehicle.

4.2 Requirements for industrial vehicles

This includes, for example, forklifts, bobcats, wheel loaders, etc.

- The vehicle has 'roll-over' protection (cage, cabin, bracket).
- Reversing signal or an attendant/observer when driving/manoeuvring backwards.
- When used in an environment with a risk of exposure above permitted limits: Pressurized cabin with internal indication of its proper functioning to reduce exposure
- When an industrial vehicle is put into service, a vehicle inspection form must be completed. This control form is included in DMS [XF-452-FCH-0-00004](#). The check is valid for a maximum of one shift and must be repeated afterwards.
After the shift, the document must be stored at the service for at least one month.
- During use, the vehicle always operates the normal lighting and flashing lights.
- Industrial vehicles of external parties must meet the Nyrstar applicable requirements, by means of [Application form permission industrial vehicle](#) (XF-438-FREC-0-00021) one can obtain permission to the site.

4.3 Requirements for bicycles

- Cyclists use the indicated red foot/cycle paths as much as possible. Cycling is not allowed in buildings and inside installations.
- Lighting front and rear, bell, reflectors, coaster brake (torpedo) or brakes front and rear by means of brake pads are present and in order
- Objects may only be carried if this does not have an obstructive effect. Passengers may not be carried.
- Making phone calls while cycling is not allowed, unless hands-free.
- [Bicycles are always placed closed in the bicycle rack in the departments, bicycles are not allowed in the production environment.](#)
- [The condition of the bicycle is checked, and in the event of a defect, it is brought to Facility.](#)

4.4 Requirements for pedestrians

- Pedestrians use the indicated red foot/cycle paths as much as possible.
- [One is not allowed to read on one's smartphone when walking.](#)

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4.5 Prevention of collisions

- The risk of collisions must be considered in all work. If necessary, after consultation with the Facilities Department (Porters/O&V), a road barrier/diversion will be set up.
- Environments in which (temporarily or permanently) intensive motorized traffic takes place are separated as much as possible from pedestrians and bicycle traffic.

4.6 Parking rules

- When an industrial vehicle is left behind, one must lower the load, put vehicle neutral, pull the handbrake and put it off. Wheels must be blocked if parking on a tilted hill. It is considered that leaving a vehicle behind is more than 7 meters away from a vehicle or if one no longer has a view of a vehicle.
- If one leaves his vehicle and stays within 7 meters and the vehicle remains in sight, one will have to lower the load, put the vehicle neutral and pull a handbrake. [Always wear the necessary PPE when you leave the vehicle. Always wear the necessary PPE when you leave the vehicle.](#)
- For industrial vehicles in the production environment, the key must be in the ignition of the vehicle because of fire interventions.

4.7 Loading wells & loading and unloading zones

In a loading pit, one must avoid that:

- A truck leaves early, so the driver must place wheel blocks or something similar.
- One cannot drive a forklift through the loading side into a loading pit by using the barrier.
- A semi-trailer can overturn, that is why it is not allowed to load a trailer without it being picked up on a truck.

In the case of loading and unloading areas of industrial and heavy vehicles, the following must be done:

- To ensure that a safe distance of 6 meters is maintained between pedestrians, cyclists, operators and the loading and unloading activities or to provide a firm separation with these activities.
- Semi-trailers that need to be loaded or unloaded should first be inspected for visible damage and secured with wheel blocks or something similar to prevent early departure.
- [At height \(e.g. on bulk trucks\) one must avoid the risk of falling, this can be done by collective fall protection or personal fall protection.](#)