

Policy, Level 1 - Company Wide

CPCC-POL-SH-54212

Vehicle Safety Policy

Revision 3, Change 0

Published: 09/04/2025

Effective: 09/04/2025

Periodic Review Due Date: 09/04/2030

Program: Occupational Safety and Industrial Hygiene

Topic: Occupational Safety and Industrial Health

Technical Authority: Baldwin, Ernest M

Functional Manager: Foster, Andrew L

Use Type: Administrative



USQ Facility	USQ Review	Screeners
105 KW Facility	Exclusion Reason: <i>N/A per B-18</i>	
324 Building	Exclusion Reason: <i>N/A per B-18</i>	
Below HazCat 3	Exclusion Reason: <i>N/A per B-18</i>	
Canister Storage Building/Interim Storage Area	Exclusion Reason: <i>N/A per B-18</i>	
Capsule Storage Area	Exclusion Reason: <i>N/A per B-18</i>	
D4ES-Central Plateau	Exclusion Reason: <i>N/A per B-18</i>	
Solid Waste Operations Complex	Exclusion Reason: <i>N/A per B-18</i>	
Transportation	Exclusion Reason: <i>N/A per B-18</i>	
Waste Encapsulation Storage Facility	Exclusion Reason: <i>N/A per B-18</i>	

JHA: Administrative
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Change Summary

Description of Change

minor change

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1.0 PURPOSE

This policy is applicable to Central Plateau Cleanup Company (CPCCo) employees and subcontractors operating government and company owned or leased vehicles.

Telemetry has been installed in all government vehicles. The telemetry has the ability to record both locations and speed of the vehicle.

2.0 POLICY

This policy refers to the term “vehicles” includes heavy equipment and all-terrain/utility vehicles (ATV/UTV). The Vehicle Safety Policy builds upon the requirements identified in endorsed procedure, HMIS-PRO-TRANS-483, *Government Vehicle and Fleet Equipment Operation, Additions and Modification*.

- Drivers shall follow all applicable state motor vehicle laws and regulations. It is the driver's responsibility to operate vehicles in a safe and defensive manner.
- Driver has a valid driver's license. It is the driver's responsibility to maintain necessary driving credentials.
- **Drivers and passengers will:**
 - Use seatbelts.
 - Perform a 360-degree inspection of the vehicle and surrounding area prior to moving the vehicle.
 - Park defensively - Choose an easy-exit parking space that does not crowd nearby vehicles and is away from other obstacles. Plan ahead when parking in congested areas.
 - Complete the vehicle log during the use of the government vehicle.
 - Immediately report vehicle incidents, discovered damage, deficiencies, or traffic violations.
 - Be familiar with the manufacturer's operations manual.
 - Set the parking brake and keep the vehicle in the line of sight when leaving the vehicle engine running.
 - Secure the keys and lock the doors prior to leaving the vehicle unattended.
 - Request spotting assistance from a coworker/passenger, when available.
 - Always stay on established roads, unless specifically authorized for defined tasks to drive off-road in accordance with work documents.
 - Conform to vehicle related requirements as applicable, for example, oversized loads, waste shipments, travel under power lines, and the responsible operation, maintenance, housekeeping, and security of Government Service Administration (GSA) vehicles.

NOTE: *This policy does not apply to ATV/UTV's performing snow removal activities.*

- Implement heavy equipment and ATV/UTV safety practices and requirements defined in work documents, procurement specifications, and manufacturer's operations manuals.

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- Exercise extreme caution when working or parking near operating equipment, such as Lift trucks or Forklifts. Ensure that you do not approach the equipment until you have established clear communication with the operator.
- Equipment operators should apply the parking brake when stopping if other tasks or distractions may divert the operator's attention away from the equipment during operation.
- Street legal ATV/UTV vehicles may be driven on roads with a posted speed limit of 35 miles per hour or less provided the vehicles are equipped with the required Washington State licensing and safety equipment.
- Use mobile devices in accordance with federal and state laws.

3.0 SOURCES

3.1 References

HMIS-PRO-TRANS-483, *Government Vehicle and Fleet Equipment Operation, Additions and Modification*

CPCC-PRO-PMT-54845, *Vehicle Management*