

CAT® CUSTOMER SAFETY SERVICES

Caterpillar® Customer Safety Services strives to promote the safety of anyone in, on or around Caterpillar products. This includes the people operating and servicing the equipment, as well as the people, products and processes that impact safety at the surrounding jobsite.

We provide general industry, jobsite and product specific safety training materials, education and consulting services. Our solutions and services can help reduce injury, improve efficiencies and promote a culture of safety within our customers. Keeping people safe at work and getting them home safely every day is our focus.

Our website, SAFETY.CAT.COM™ provides you with detailed safety information in a variety of formats, including: toolbox talks, training materials, interactive presentations, checklists, videos, product bulletins, newsletters and more—all organized by industry, topics, and machines.

**SAFELY HOME.
EVERYONE.
EVERY DAY.™**



SAFETY INFORMATION FOR EMPLOYERS

Safety is a way of life and should be thought about so often that it simply becomes second nature. Recognizing hazards is an important part of keeping you and your co-workers safe.

MAKING HAZARD RECOGNITION SECOND NATURE

- Review safety procedures for your job and work area on a daily basis.
- Understand how unsafe acts can lead to accidents.
- Participate in safety training every opportunity you get.
- Use your safety knowledge in all aspects of your job, every hour of the day.
- Help instruct new workers in identifying potentially hazardous situations.

IDENTIFY UNSAFE ACTS

- Be aware of your surroundings.
- Many hazards are obvious to those who open their eyes and minds to see them.

CORRECT POTENTIAL HAZARDS

- Hazard recognition is valuable only when corrective action is taken.
- Report all potential hazards to your supervisor.
- Work with your supervisor to make sure the hazard is corrected and communicate with co-workers so they don't cause any potential hazards.
- Be the safety coordinator for your work area and stress the importance of safety to your co-workers.
- If you are not sure what to do, ask.

**FOR MORE INFORMATION PLEASE VISIT
SAFETY.CAT.COM™**



**SAFELY OPERATING
A BACKHOE LOADER**

SAFETY.CAT.COM™

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SAFETY INFORMATION FOR OPERATORS

To safely operate a backhoe loader, you must:

- Read and understand the Operation and Maintenance Manual.
 - Always perform a walk around inspection before and after your shift.
 - Access the machine using three points of contact.
 - Always wear your seatbelt.
 - Always wear the appropriate Personal Protective Equipment.
 - Understand the task at hand and know your machines capabilities.
 - Travel slowly and pay attention to your surroundings.
 - When moving the machine make sure the area is clear of obstructions and personnel.
- Never allow anyone to ride on the machine.
 - Always park the machine on a smooth, level surface.
 - Be sure to always set the parking brake.
 - Lower and lock all hydraulic implements.
 - Cycle all hydraulics to relieve pressure.
 - Turn the key to the off position and remove the key.
 - Dismount the machine using three points of contact.
 - Perform post operation walk around.



DAILY INSPECTIONS

For maximum service life of the machine, make a thorough walk-around inspection before you operate the machine. Inspect the machine for leaks. Remove any debris from the engine compartment and the undercarriage. Ensure that all guards, covers, and caps are secured. Inspect all hoses and belts for damage. Make the needed repairs before you operate the machine.

DAILY INSPECTION CHECKLIST

Copy this form and make inspection daily prior to machine operation.

✓ each safe item	X each defect	NA not applicable
_____		1. Lubricate the Backhoe Boom, Stick, Bucket, and Cylinder Bearings
_____		2. Test Backup Alarm
_____		3. Check Brake Reservoir Oil Level
_____		4. Test Braking System
_____		5. Check Cooling System Level
_____		6. Inspect Engine Air Filter Service Indicator
_____		7. Check Engine Oil Level
_____		8. Drain Fuel System Water Separator
_____		9. Check Hydraulic System Oil Level
_____		10. Lubricate Loader Bucket, Cylinder, and Linkage Bearings
_____		11. Inspect Seatbelt
_____		12. Lubricate Stabilizer and Cylinder Bearings
_____		13. Lubricate Swing Frame and Cylinder Bearings
_____		14. Check Tire Inflation
_____		15. Check Transmission Oil Level

Always refer to the Maintenance Section for the detailed procedures. Refer to the Maintenance Interval Schedule for a complete list of scheduled maintenance.