

SELF: General Vehicles - Under 10k lbs GVWR Onsite Section (Distribution / Transmission) 2013.08.09



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1. Observation Guidelines

1.1 Each section of the existing onsite observation form has been broken out by sections and made available for utilization as a self assessment tool during the interim years between the formal onsite observation process conducted every three years.

Each section is an exact copy of the questions and criteria used during the onsite observation process.

1.2 Cooperatives are encouraged to use these sections as part of their on-going Safety Improvement Plan to target specific improvement areas found during their formal onsite observation process or areas they have individually prioritized.

1.3 The idea is to identify areas for improvement; initiate planned actions to meet improvement objectives and assess progress on a systematic basis to ensure the improvements have been institutionalized into normal operations.

1.4 Cooperatives can select and self assign to their cooperative each onsite self assessment section that pertains to their identified improvement areas.

PDF versions of these forms will also be available at the RESAP home page under Self Assessment forms so you can download and utilize them within your self assessment process.

1.5 Once your self assessment hard copy is completed you can enter your findings online and submit. The person conducting the assessment, the date and assessment results will be saved in the system, allowing you to monitor and track your progress.

1.6 Your self assessment process is designed by your cooperative team as part of a continuous safety improvement process.

When planning your assessment process statewide safety professionals, peer to peer cooperative observers or in-house cooperative employees can be used to conduct these assessments, it is entirely up to each cooperative. The key is having a formalized plan that is monitored and reevaluated on a regular basis to ensure objectives are being met.

2. System Identification

D.1 Name of person making these online entries.

D.2 Email address of person making these entries.

D.3 Date or scheduled date (mm/dd/yyyy) of this inspection.

D.4 Name of the system General Manager/CEO:

D.5 Self Assessment performed by:

- Organization Employee
- Statewide Personnel
- Outside service provider
- Other

D.6 Select the type of audit being performed at this system.

- RESAP observation was announced to many.
- RESAP observation was announced to a select few.
- RESAP Observation is unannounced.
- RESAP observation is section based in calendar yr.

7. General Vehicles (Under 10,000 lbs. GVWR)

7.1 Four pieces of recommended documentation (insurance card, registration, operator's manual, accident reporting guidelines) are found in all cars, pickups, vans and SUVs.

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

7.2 Cars, pickups, vans and SUVs are well maintained.

Criteria:

Vehicles are washed regularly.

Windows, mirrors, dash and cab are clean and uncluttered.

Vehicle storage areas are clean and free of trash.

Body dents and dings are rare.

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

7.3 Utility cars, pickups, vans and SUVs are equipped with applicable, operational safety equipment.

Criteria:

Strobes or utility vehicle warning lights are fixed equipment for vehicles routinely stopping and parking in road rights of way.

Traffic cone(s) are available on general vehicles which are typically used for road right of way work.

Reflectorized traffic control vests are available or issued to individuals.

Flashlights are available.

Vehicle brake, turn, marker, and headlamp lighting are 100% operational.

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

7.4 Tools and materials in cars, pickups, vans and SUVs are stored in designated locations and in such a manner that they will not cause damage or be damaged.

Criteria:

Sharp edges and points of various tools have protective guards, covers, or sheaths, which are in place.

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

7. General Vehicles (Under 10,000 lbs. GVWR)

7.5 The overall evaluation of the onsite field observation team for this section of the assessment is as follows:

Criteria

Strong performance - Questions evaluated as exceeds or satisfies all requirements

Satisfactory performance - Questions evaluated as satisfies all requirements, could be a small number evaluated as exceeds

Generally satisfactory with minor areas for improvement - Questions evaluated as satisfies all or most requirements, improvement areas are minor

Key attention areas for improvement - Questions evaluated as partially satisfies or fails to satisfy requirements in important improvement areas

- Strong Performance
- Satisfactory Performance
- Generally Satisfactory
- Key Attention Areas for Improvement