



Refuelling of Motor Vehicles / Mobile Equipment

Potential Hazards

Chemical exposure
Mobile equipment
Fire
Explosion

Personal Protective Equipment Required

Gloves CSA Boots Hard hat
eyewear

PROCEDURES

Fuel tanks in mobile equipment should never be filled while the engine is running, while anyone is smoking in or around the vehicle, or while a source of ignition is nearby.

STEPS:

1. Park vehicle parallel to the fuel pump. Position the vehicle to have its fuel tank opposite the pump.
2. Apply brakes.
3. If operating a gas engine, shut engine off before starting the fuel pump.
4. No smoking or any other source of ignition (within 25 feet) when refueling.
5. Turn off cellular telephone while refuelling motor vehicle.
6. When using the card lock system, follow the instruction on the screen.
7. Make sure the pump meter is returned to zero before pumping.
8. Place the nozzle of the hose in the fuel tank of the vehicle, start the pump, fill the tank by depressing the lever on the nozzle. Do not overfill the tank, or use any device to hold the nozzle open while fueling.
9. When the fuel tank is filled, shut off the pump and place the nozzle back on the mount.
10. Replace fuel cap before restarting.
11. Record the fuel used on your time card, or get the print out from the card lock system. Turn this information in at the end of the day.
12. Any spills are to be contained immediately. Use oil dry on any small spills. Absorbent pads are to be used on larger spills. All spills are to be reported to the office.
13. Fuel spilled on hands or exposed skin shall be washed off A.S.A.P.
14. When filling fuel cans, remove from vehicle and place on the ground. Once on the ground, follow the same re-fueling procedures as a motor vehicle.
15. When dispensing from one fuel container to the other, ensure the product is grounded. If necessary, use a grounding strap.
16. Avoid static electricity. Do not re-enter the vehicle or brush your hair during the re-fueling process.

In case of a fuel leak in gasoline or diesel trucks, stop immediately, shut off ignition, and contact the supervisor. Do not attempt to make any repairs or adjustments yourself. If possible, prevent the fuel from entering the municipal sewer systems.