



Snow removal DOs and DON'Ts

Here's a list of all the things you need to have covered with your crews or subcontractors prior to the start of snow season.

DO:

1. Tell your subcontractors to call you, the contractor, before snowplowing, to get a go-ahead and receive any special instructions. Make the foreman the contact.
2. Subcontractors must provide current, working phone numbers.
3. All work order instructions must be read completely. They contain special notes.
4. Push snow piles back as far as possible by plowing up the curb and then raising your plow and pushing the pile over the curb.
5. Run plow along the curb so the lot is clean from "curb to curb." Watch for protruding curbs and be careful.
6. Square off corners unless they are naturally rounded.
7. If you break down, let the company know *immediately* so the route can be completed.
8. Inspect the job site after plowing.
9. Call in to the office after work is completed. Use the following chain of command:
 - a. Check with your supervisor/foreman to let him know your route is done, and to see if he needs help on other jobs.
 - b. Contact dispatch or have your supervisor contact dispatch to let them know work is done.
10. If you get additional or special instructions from a customer, get a name and phone number, and an okay from the company. Extra work should be done *after* the regular route is cleared.
11. If you should do any damage while plowing, include it on your time card and report it to the company.
12. Stay on your route until all assigned jobs are completed. If you are sent off your regular route, make sure the company knows your assigned route is not done after each extra job you do.
13. Carry a snow shovel in the event that some hand labor need to be done.
14. When working near gas meters, stay at least three feet away.

Plowing don'ts

DON'T:

1. Pile snow in front of or on: doorways; fire hydrants; sidewalks; steps; garage entrances; garbage dumpsters; shrubbery, especially evergreens; buildings loading docks; cars
2. Push snow across streets or onto medians.
3. Leave trails or snow clumps.
4. Leave areas undone unless instructed by the contractor company or the customer and ok'd by contractor.
5. Use tire chains.
6. Pile snow in the middle of a parking lot. All snow must go to the edges of the parking lot unless you are otherwise instructed.
7. Load snow over or push up against fences (especially state fences).
8. Use skid pads on plows.

Hand labor DOs and DON'Ts

DO:

1. Wait for snow to stop before doing hand labor, unless snow depth exceeds six inches.
2. Blow the snow away from the driveway as much as possible, unless the lot has not been plowed.
3. If you must blow the snow onto the plowed lot, run the curblines with the blower to insure there's no build up along the curb.

DON'T:

1. Exceed two workers per crew.
2. Blow snow onto evergreens or against windows.
3. Disconnect two-way radio or mobile phone before jumping or charging the truck battery (the power surge will burn them out).

Definitions:

Clean-ups: A partial job was done for one reason or another. You are to plow the job 100 percent complete, or as much as able, depending on number of cars in the lot.

Drift patrol: Push back all drifts that are closing in the lot. This includes, but is not limited to, all drives, entrances, parking areas, and loading docks.

Open-up: Usually the only time an open-up is done is when there is a continuous snowfall, a snowfall that starts during the day or a parking lot is opened up so cars can get out, such as at an apartment building. Open-ups are done for snow depths greater than four inches unless specifically instructed by the contracting company. Do not be concerned about plowing any stalls. The entrances are to be plowed curb to curb. For aiseways, only one pass is made each way because you do not want too much snow wind-rows behind the cars. The most common types of jobs that need open-ups are apartments and restaurants.

Two-inch start: Do not start plowing until there are two inches of snow on the ground, unless the work order states otherwise. At least a dozen measurements have to be made to get an accurate reading.

If there is a lot of drifting, as many as 24 readings have to be made.

Recommendations:

1. Take the tailgate off for better visibility.
2. Carry a watch that works.
3. Extra equipment to carry: ice scraper; extra pin for plow carriage; long handled, #2 dirt shovel; spare plow hoses, and hydraulic fluid; tow chain, fire extinguisher; jumper cables; flashlight; extra bolt and nut for chain lift on plow; spare hydraulic cylinder
4. Have two, 12-volt batteries if you have an electric over-hydraulic system.
5. Any lights not factory installed should be fused.
6. If you get stuck more than once, put snow in the back of the truck for weight.
7. When the snow exceeds five inches, thin it out before wind rowing.
8. Carry some quarters for emergency phone calls.
9. For personal safety, carry extra clothes, hat, gloves, heavy boots, sunglasses...and common sense.

Source: Clean Cut/Snow and Ice Managers Association.