

# All-Terrain Vehicles (ATVs) and Utility Transport Vehicles (UTVs) Checklist

Date of inspection: \_\_\_\_\_

Employer: \_\_\_\_\_

Operator name: \_\_\_\_\_

Type of ATV/UTV: \_\_\_\_\_

Model: \_\_\_\_\_ Serial number: \_\_\_\_\_

*The following checklists are not a complete listing of requirements. They were developed to assist employers and workers with training, equipment, and documentation requirements for ATV/UTV operations.*

OHS Regulation/ Workers Compensation Act	<input checked="" type="checkbox"/>
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<p><b>All-Terrain Vehicles (ATVs)</b>  <i>The definition of “all-terrain vehicle” or “ATV” found in section 16.1 of the Regulation includes all ATV equipment that is:</i></p> <ul style="list-style-type: none"> <li>• <i>Designed for use off-highway</i></li> <li>• <i>Designed for travel on low-pressure tires, with or without tracks</i></li> <li>• <i>Equipped with a seat designed to be straddled</i></li> </ul> <p><i>This definition includes snowmobiles and ATVs with aftermarket track kits.</i></p>		
<input type="checkbox"/> <b>Modifications</b> <ul style="list-style-type: none"> <li>• Any modification that could impact the structural integrity or stability of an ATV must be certified by a Professional Engineer (e.g., the addition of drills to ATVs, spray or fluid tank packages, other accessory additions to the unit, jacking up the frame, and oversized tires).</li> <li>• Some accessories and add-ons are allowed by manufacturers. Check with the manufacturer’s manual to find out what is or is not allowed.</li> </ul>	OHS 16.50	
<input type="checkbox"/> <b>Operator’s manual</b> – The ATV operator’s manual must be kept with the unit or at another location nearby where it is readily accessible to the operator. The usual location is in a waterproof bag or case under the operator’s seat.	OHS 16.51(1)	
<input type="checkbox"/> <b>Operator’s responsibilities</b> <ul style="list-style-type: none"> <li>• The ATV operator must use the unit in accordance with the operator’s manual supplied by the manufacturer.</li> <li>• The ATV must be operated in a safe manner at all times, with the operator maintaining full control of the unit and complying with the sections of the Regulation that apply to its operation. (This would prohibit the operator from doing tricks and extreme riding.)</li> <li>• The operator must conduct and document pre-use inspections of the ATV.</li> </ul>	OHS 16.51(2) OHS 16.5 OHS 16.34(1)-(3)	

	OHS Regulation/ Workers Compensation Act	<input checked="" type="checkbox"/>
<p><input type="checkbox"/> <b>Use on slopes</b></p> <ul style="list-style-type: none"> <li>• If the manufacturer’s manual contains slope limits for the ATV (up, down, and cross slope), these are the maximum slopes that the unit can be operated on.</li> <li>• If the manufacturer has not established maximum safe operating slopes, a 5% slope is the maximum allowable slope.</li> <li>• In the absence of guidance from the manufacturer, the employer can develop and implement appropriate safe work procedures for the equipment to be used. Such procedures will be specific to the type and model of ATV and will include: <ul style="list-style-type: none"> <li>– Maximum up, down, and side slopes</li> <li>– Assessment of the types of loads that may be carried and where any loads may be carried</li> <li>– The means by which slope gradient will be assessed by the ATV operator</li> </ul> </li> <li>• Maximum allowable slopes must be based upon criteria that will ensure the stability of the ATV when it is operated on the slope (e.g., manufacturer’s guidance or stability testing, Professional Engineer’s principles, etc.).</li> <li>• Workers must be trained and educated in the safe work procedures.</li> </ul>	OHS 16.52(2)	
<p><input type="checkbox"/> <b>Operator training</b></p> <ul style="list-style-type: none"> <li>• The employer must ensure that all ATV operators are properly trained in the safe operation of the equipment.</li> <li>• Any ATV operator training must cover: <ul style="list-style-type: none"> <li>– Pre-trip inspections</li> <li>– Use of appropriate PPE</li> <li>– Operating skills in accordance with the manufacturer’s instructions</li> <li>– Basic mechanical requirements of the machine</li> <li>– Proper safe loading and unloading of the machine</li> <li>– Safe use of winches as outlined by the manufacturer of the ATV</li> </ul> </li> <li>• Before operating the ATV, the operator must demonstrate competency in operating the machine to a qualified supervisor or instructor.</li> </ul>	OHS 16.53(1) & (2) OHS 16.4(1)	
<p><input type="checkbox"/> <b>Personal protective equipment (PPE)</b> – When operating an ATV, the operator and any passengers (if allowed by the manufacturer) must wear:</p> <ul style="list-style-type: none"> <li>• Appropriate eye and hearing protection</li> <li>• Clothing suitable for the operating conditions and environment (long sleeves and long pants to ankles and wrists)</li> <li>• Approved motorcycle helmet (a full-face helmet is recommended as it provides protection to the jaw area, which has been a common area of injury in ATV operators)</li> </ul>	OHS 16.54(1) & (2) OHS 8.12(1)	
<p><input type="checkbox"/> <b>Safe loading and unloading</b></p> <ul style="list-style-type: none"> <li>• Loading and unloading the ATV on or off a vehicle or trailer carrier must be done in a safe manner.</li> <li>• If used, ramps must be at a suitable angle, be wide enough, and have an appropriate grip surface for the ATV tires to properly grip and not slip. (See WorkSafeBC Engineering guide to safe ATV ramp angles.)</li> </ul>	OHS 16.55(1) & (2)	



**Utility Transport Vehicles (UTVs) or Side-by-Side Units**

*Utility transport vehicles meet the definition of mobile equipment in section 16.1 of the Regulation.*

<p><input type="checkbox"/> <b>Operation and maintenance</b></p> <ul style="list-style-type: none"> <li>Maintenance records must be kept and made available to the operator.</li> <li>Proper servicing and maintenance appropriate to conditions of use includes modifications to the structural supports of the drive train of these units (For example, raising the frame of the UTV to permit the installation of oversized tires raises the centre of gravity and makes the unit unstable and prone to rolling over.)</li> <li>Pre-use inspections must be performed and documented.</li> </ul>	<p>OHS 16.3(3), (5), (6) OHS 16.34(1)-(3)</p>	
<p><input type="checkbox"/> <b>Operator training</b> – Operators must:</p> <ul style="list-style-type: none"> <li>Be properly trained and instructed in the safe use of the equipment</li> <li>Demonstrate to a qualified supervisor or instructor their competency in safely operating the equipment</li> <li>Be familiar with the manufacturer’s operating instructions for the equipment, including the safe use of winches as outlined by the UTV manufacturer</li> </ul>	<p>OHS 16.4(1)</p>	
<p><input type="checkbox"/> <b>Operator and supervisor responsibilities</b></p> <ul style="list-style-type: none"> <li>The operator must operate the UTV in a safe manner, maintaining full control and complying with the regulations that apply to the operation of the machine.</li> <li>The supervisor must not either knowingly operate or allow a worker to operate mobile equipment that could present an undue risk to anyone or that is in violation of the Regulation.</li> </ul>	<p>OHS 16.5 OHS 16.6</p>	
<p><input type="checkbox"/> <b>Guarding</b> – UTV operators must be protected from falling, flying, or intruding objects by means of suitable guards or structures. Operating these units without proper side doors and undercarriage skid plates has resulted in serious injuries and incidents involving operators of these units. Side doors and metal skid plates are needed to properly protect the operators.</p>	<p>OHS 16.21(1)</p>	
<p><input type="checkbox"/> <b>Rollover protective structures (ROPS) and seatbelts</b></p> <ul style="list-style-type: none"> <li>Due to use of UTVs on steep, uneven terrain and all types of conditions, a certified ROPS is required.</li> <li>Seatbelts must be worn whenever the equipment is in motion or could become unstable.</li> </ul> <p><b>Note:</b> Many UTVs come with a roll cage that is NOT a certified ROPS.</p>	<p>OHS 16.22(2) OHS 16.24(1) &amp; (2) OHS 16.25(1) &amp; (2) OHS 16.32(1) OHS 16.33(1)</p>	