

<i>Potential Hazard Review</i>	
<u>Physical Hazards</u>	
<ul style="list-style-type: none">• Slips/fall• Striking against	
<i>Personal Protective Equipment</i>	
<ul style="list-style-type: none">• ANSI-approved bike helmet	
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This Safe Work Practice (SWP) addresses the hazards of bicycling, and is dedicated to helping you avoid an injury or illness from known hazards and their consequences - bruise, contusion, sprain, strain, fracture from fall and impact, laceration, puncture, abrasion.

You are advised to follow these recommendations, read and follow this SWP and any related SWPs, complete any required or recommended training, and to obtain advice from a Qualified Person if you have any questions.

A Qualified Person is a person **designated** by the employer; and by reason of **training**, experience, or instruction who has demonstrated the ability to perform safely all assigned duties; and, when required is properly licensed in accordance with federal, state, or local laws and regulations.

All tasks require that you:

- Use the equipment in accordance with the guidelines set forth by the manufacturer. This includes following all signs and labels, and reviewing any manufacturer's operating manuals.
 - If the instructions provided in the operating manual conflict with this SWP, then follow the instructions in the manual. The manufacturer's instructions prevail over this SWP.
- Review the safety data sheets (SDSs) for each chemical.

- Be trained on this SWP and those listed above as related. Training on SWPs must be completed before initial assignment. It is also recommended that you complete refresher training every two years.

BEFORE

1. Wear an ANSI-approved bicycle helmet.
 - It should fit snugly and can be fine tuned by using thinner or thicker removable foam pads inside the helmet.
 - The helmet should sit low on the forehead, just above the eyebrows.
 - The two side plastic pieces on the straps should fit just under the ears.
 - The buckle should be just under the chin, with about one finger's width of space between the strap and the chin. The helmet must ALWAYS be buckled.
2. Ensure that the helmet does not move more than ½ inch in any direction when you gently try to roll the helmet back and forth on your head.
3. Know the California Vehicle Code rules of the road (https://www.dmv.ca.gov/portal/dmv/detail/pubs/hdbk/right_of_way).
4. Check tires, brakes, handlebars and quick-release hubs before every ride.
5. Plan your trip to avoid pathways that are difficult to negotiate by bicycle, such as steeply curving roads or gravel-covered pathways¹.

DURING

6. Follow the California Vehicle Code rules of the road (https://www.dmv.ca.gov/portal/dmv/detail/pubs/hdbk/right_of_way) .. You must obey the same laws as drivers of motor vehicles, as well as any local ordinances for bicyclists. Yield to pedestrians, and slow down and warn others as you approach to pass.
7. Ride with the flow of traffic, never against it.
8. Follow lane markings and use hand signals.
9. Maintain a straight line of travel, keeping a car doors width of distance between you and parked cars.

¹ RPD Industrial Investigation, EHS Case #2917, DOI 9/14/05

10. Ride defensively. Don't assume that motorists see you or anticipate your actions. Avoid riding in a motorist's "blind spot".
11. Don't pass cars on the right at intersections. Many accidents occur when cars turn right into the path of a bicyclist.
12. A disproportionate number of auto-bicycle collisions occur at night. If you ride during darkness, wear reflective clothing, use a front light and reflectors on your bike.

AFTER

13. Report any/all bicycling accidents to your Supervisor.
14. Keep your bicycle properly maintained.