

## Safe Work Instruction - Saw - Pole

**DO NOT use this plant\* or complete this task unless you have been inducted in its safe use and operation by an Authorised Experienced Operator**

This SWI may not cover all possible hazards and risks and should be referred to as a control measure in the risk assessment process.  
Additional training may be required for high risk plant/work. Site and task may change required PPE.

### PERSONAL PROTECTIVE EQUIPMENT



Eye protection must be worn



Long and loose hair must be contained or covered.



Hearing protection must be worn



Foot protection must be worn



Hand protection must be worn



Face protection must be worn



High visibility clothing must worn



Head protection must be worn



Protective body clothing must be worn

### POTENTIAL HAZARDS AND RISKS

- Entanglement**  
Entanglement in moving parts
- Slip, Trips, Falls**  
Slip, trip, fall due to uneven or slippery work surfaces  
Slip, trip, fall due to steep working surfaces
- Manual Task Injury**  
Manual task injury from awkward body posture  
Manual task injury from plant vibration
- Exposure to Dust/Fumes**  
Exposure to other emissions released by the plant
- Shearing**  
Body parts sheared between items of plant
- Cutting, Stabbing or Puncturing**  
Injury from sharp or flying object  
Injury from contact with moving parts
- Other**  
Hearing damage from excessive noise  
Injury due to kickback from sharp rotating parts

### PRE-OPERATIONAL SAFETY CHECKS

- ✓ Complete site specific risk assessment
- ✓ Complete visual plant check before operation
- ✓ Ensure you are familiar with plant operations and controls
- ✓ Ensure that guards are fitted, secured and functional in accordance with manufacturers guidelines
- ✓ Before commencing task, ensure to clear all hazards in your work area. There should be no obstructions between you and the branch you are about to cut
- ✓ Assess the requirement for respiratory protection.

### OPERATING PROCEDURES

- ✓ Keep clear of moving plant parts
- ✓ Operate plant to the conditions of the work area
- ✓ Ensure the area is clear of bystanders before operating. Stop plant if anyone enters the area
- ✓ Ensure to look for any powerlines that could be in your path
- ✓ Be aware of changing weather conditions and ensure they will not affect plant operators safety
- ✓ Position yourself in a sturdy position off to the side of the branch you will be cutting
- ✓ Always hold your pole saw firmly with both hands

- ✓ To avoid burns, always make sure that the muffler side of the engine is away from your body
- ✓ Ensure not to overreach to cut a branch. Step to a spot where you have secure footing and extend the pole saw further if necessary
- ✓ Always make an initial undercut on branches larger than 30mm to avoid stripping the bark under the cut branch
- ✓ Once you have cut over halfway through the branch, be sure to grip the handle tighter as the pole saw will start to drop along the branch
- ✓ When cutting a limb that is under tension, be alert for spring back so that you will not be struck by the limb or saw when the tension in the wood fibre is released
- ✓ Keep an eye on the branch as it nears the falling point and move safely out of the way if the branch is going to be falling near or on you
- ✓ Keep your body out of the path of a potential kickback.
- ✓ Shut off the pole saw immediately if the unit starts to shake or vibrate excessively. Vibration is generally a sign of danger. A part may be broken or loose
- ✓ Before making adjustments bring plant to a complete standstill and isolate

## **ENDING OPERATIONS**

- ✓ Allow plant to cool before performing any maintenance, refuelling or cleaning
- ✓ Refuel plant at least 3 metres from combustibles
- ✓ Ensure plant is in good working order and stored in the appropriate location

## **DO NOT**

- ✗ Do not use if plant is faulty. Attach an Out of Service tag and report fault to your supervisor
- ✗ Do not use this plant unless there are at least 2 workers in attendance when operating.
- ✗ Do not leave plant running unattended
- ✗ Do not cut metal, sheet metal, plastics or any non-wood materials
- ✗ Do not operate while standing in a tree
- ✗ Do not operate pole saw with one hand
- ✗ Do not work under trees during periods of high winds or heavy precipitation
- ✗ Do not prune near power lines
- ✗ Do not wear loose jewellery
- ✗ Do not use mobile phone while operating plant

**\*Plant in this SWI refers to any machinery, equipment, appliance, container, implement and tool.**