

Safe Work Instruction - Hedge Trimmer

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



Hand protection must be worn



Hearing protection must be worn



Foot protection must be worn



High visibility clothing must worn



Protective body clothing must be worn (chaps & long pants)

POTENTIAL HAZARDS AND RISKS

i Entanglement

Entanglement in moving parts

i Struck by Moving Object

Struck by moving object due to work pieces being ejected

i Other

Contact with hot or cold parts of plants
Hearing damage from excessive noise
Injury due to kickback from sharp rotating parts

i Manual Task Injury

Manual task injury from awkward body posture
Manual task injury from repetitive movements
Manual task injury from plant vibration
Manual task injury from incorrect manual handling techniques

i Exposure to Dust/Fumes

Exposure to other emissions released by the plant

i Slip, Trips, Falls

Slip, trip, fall due to uneven or slippery work surfaces
Slip, trip, fall due to steep working surfaces

i Cutting, Stabbing or Puncturing

Injury from contact with moving parts
Injury from sharp or flying object

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
- ✓ Select the correct cutting tool for the task, refer to manufacturers recommendations
- ✓ Inspect fuel lines, tank and area around carburettor for fuel leaks. Do not use if fuel leaks are found (If applicable)

OPERATING PROCEDURES

- ✓ Keep clear of moving plant parts
- ✓ Operate plant to the conditions of the work area
- ✓ Only start and operate plant outdoors in a well ventilated area
- ✓ Special care must be taken in slippery conditions (wet ground) and in difficult over- grown terrain. Be extremely cautious when working on slopes and uneven ground
- ✓ Always keep both hands on the control handles
- ✓ Maintain footing and balance at all times
- ✓ Before making adjustments bring plant to a complete standstill and isolate

ENDING OPERATIONS

- ✓ Allow plant to cool before performing any maintenance, refuelling or cleaning
- ✓ Remove any foreign material from in and around engine, cutting tool and guards
- ✓ Refuel plant at least 3 metres from combustibles (If applicable)
- ✓ Take extreme caution when refuelling to avoid igniting fuel on a hot exhaust or engine (If applicable)
- ✓ 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 leave plant running unattended
- ✗ Do not operate one handed
- ✗ Do not overreach
- ✗ Do not work on slippery, uneven or unstable surfaces
- ✗ Do not use mobile phone while operating plant

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