

SAFE OPERATING PROCEDURE

Task / Equipment

Rotaty Hoe / Tiller

Description:

Example picture




Potential Hazards and Risks:

- Rotating blade
- Noise/Vibration
- Musculoskeletal injuries
- Dust
- Slips, trips, and falls
- Muffler burns
- Flying rocks and debris

DO NOT use this equipment unless you have been trained in its safe use and operation.

Required Personal Protective Equipment (PPE)

	Gloves	Hearing Protection	Head Protection	Eye Protection	Eye (UV) Protection	Safety Footwear	FaceVisor / Welding	Dust Mask	Half Face Mask (P2)	Breathing Appartus	Hi-Vis Apparel	Full Body Clothing	Harness
PPE ✓													
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Make sure no clothes, hair or jewellery can catch in machine parts

ALWAYS

- Ensure you have been appropriately trained to operate the edger safely. **Be aware that rotating tines can cause serious cuts or amputation – keep away from rotating tines**
- Carry out pre-operational safety checks before use
- Use assistance to lift the machine on and off transportation
- Refuel when the engine is cool and switched off
- Be familiar with the on/off switch operation in case of emergency
- When wearing hearing protection pay attention to your surroundings. Be aware of bystanders signalling a problem. Ensure there is someone nearby to assist if there is an emergency.
- Ensure the drag bar is in place and properly adjusted
- Keep a firm hold on the handlbars
- Ensure proper foothold at all times – walk slowly

NEVER

- **Never start or run the engine inside a closed room or building. Breathing exhaust fumes can kill**
- **Never use the corer if cutting blade assembly is worn or damaged**
- **Never start the engine unless the blade guard is securely in position**
- **Never use a gradient of more than 10 degrees (use half a fuel tank)**

This document does not replace training; it is provided as a guide to the safe use of this type of equipment. Refer to the manufacturer's manual or training documents for further information. This is a non-specific document and must be assessed against your particular brand of equipment and the working environment. Where necessary a Task Specific Risk Assessment should be undertaken.

Safe Operating Procedure:

Pre-Operation – Safety Checks

- **Refer to the manual for operation controls and operation**
- **Before commencing operation mark any submerged obstacles, sprinklers, water pipes, electrical cables etc**
- **Inspect the work area and remove foreign objects**
- Check blades for damages, cracks, and sharpness
- Inspect fuel lines, tank, and area around carburettor for fuel leaks. Do not operate unit if leaks are found
- Test the clutch line to ensure it releases freely
- Ensure all guards are fitted, secure and functional
- Do not use if faults are detected
- Identify ON/OFF switch
- Adjust the handle/s to a position for comfort and good balance
- Ensure there is no one close to the machine when you start it

Operation – Safety Procedure

- Check that the machine is in good operating order
- Always start and stop the engine on flat level ground
- **Refer to the manual for the rear wheel adjustment for greater stability**
- Never tilt or carry the machine when the engine is running
- Operate at a comfortable walking pace
- Stop the engine before pushing across gravel, paths, or roads
- Stop the engine before adjusting the drag bar for tilling depth (**refer to manual**)
- Use extreme caution when changing direction on a slope
- Never leave the unit unattended when in use
- Plan regular rest breaks. Alternate tasks to reduce muscle fatigue and maintain concentration
- Do not operate machine when you are tired. Do not rush

Post-Operation – Housekeeping

- Always wear appropriate personal protective equipment (e.g. eye, ear, hand, and foot protection)
 - Prevent injury - avoid contact with hot parts. Maintain grip on machine until machine comes to a complete stop
 - Never leave machine running while not in use or unattended
 - Allow the engine to completely cool before refuelling or performing any maintenance work according to the user manual requirements
 - Ensure machine is securely fastened during transportation
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