

SAFE OPERATING PROCEDURE

Task / Equipment
Description:

VERTIMOWER/ DETHATCHER

Example picture
















Potential Hazards and Risks:

- Rotating blade
- Noise/Vibration
- Musculoskeletal injuries
- Dust
- Slips, trips, and falls
- Adverse weather
- 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 machine safely
- 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 who may be signalling a problem
- Ensure there is someone nearby to assist if there is an emergency
- Ensure proper foothold at all times, particularly when backing (you may pull machine onto yourself). Ensure grass is not wet.

NEVER

- Never start or run the engine inside a closed room or building. Breathing exhaust fumes can kill
- Never use the machine if cutting blade assembly is worn or damaged
- Never start the engine unless the blade guard is securely in position
- Never use on a surface other than grass or on a gradient of more than 20 degrees

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

- Prepare the lawn to approx. 1-1.5cm shorter than normal. **DO NOT WATER BEFORE**
- **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
- 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 cutting 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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