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SAFE OPERATING PROCEDURE

ROTARY HOE

The instructions recommended within this document apply to normal risk conditions. If the Rotary Hoe is to be operated in a dangerous or hostile environment, the user/client hiring this equipment from Pirie Hire Pty Ltd is responsible for conducting an appropriate risk analysis, and applying suitable controls to mitigate those additional risks.

GENERAL SAFETY

- The Rotary Hoe can only be operated if it is in a safe and sound operating condition by a competent operator.
- No smoking, drugs or alcohol is permitted.
- Operator must stay within the safe operating load limits of the machine.
- Ensure all operating functions are working prior to use.
- Operator to wear appropriate PPE (safety footwear, ear protection etc).
- Worksites on or near roads must have separation from the flow of traffic.
- Operation of unit is best on firm and level ground.
- Do not wear loose clothing or jewellery.
- Ensure adequate fresh air is available if using machine in an enclosed area.
- Check to ensure there are no underground services near the work site.
- Do not leave machine unattended while still in operation.
- Switch off machine before refuelling.





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OPERATING CONDITIONS

- Carry out a visual inspection on wheels, controls, attachments, and hoses prior to use.
- Ensure you receive basic instructions on starting machine & operating functions.
- Make sure ground conditions are suitable to support machine and load.
- Maintain proper tyre pressure as per manufacture specifications.
- Switch machine off when not being operated.
- Do not allow children to operate the machine, and always ensure area is clear when starting up in case of accidental movements.
- Ensure there is adequate turning room and space to manoeuvre machine in the work area.
- Always park the machine on a flat slope.
- Use smooth motions when operating hydraulic levers to avoid unexpected movements from machine.
- Never operate near observers or other people.
- Never use machine in confined spaces.
- Refer to operator's manual for all other requirements.
- Load and unload on a flat level surface only, and always ensure trailer is connected to a vehicle.
- Beware of moving blades under the machine at all times, serious injury can occur.
- Ensure all guards and covers are in place before use.

PARKING

- Park where there will be no obstruction to vehicles, site personnel or access ways.
- Do not impede road traffic and post reflective warning signs where possible.
- Ground attachment and switch off machine as shown below:



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INSPECTION AND MAINTENANCE

- If on extended hire, Rotary Hoe and mechanisms are to be inspected regularly. Servicing and repairs are to be organised by Pirie Hire Pty Ltd.
- Operator to carry out daily inspections of fuel. Operator is to check, and top up fluid levels (engine oil), as required also.
- If any damage is done to the machine, cease use and contact Pirie Hire Pty Ltd for inspection.

The above instructions must be followed at all times. If any one of these instructions are not possible, contact the Pirie Hire staff immediately for assistance.

For a basic tutorial on the operation of a Rotary Hoe, watch this clip:

https://www.youtube.com/watch?v=hAv9_RTAlro



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ROTARY HOE RISK ASSESSMENT

Risk Area/Hazard	Consequence	Likelihood	Controls
Rotary Hoe striking somebody <ul style="list-style-type: none"> Mobile Plant 	<ul style="list-style-type: none"> Serious Injury Fatality 	<ul style="list-style-type: none"> Possible 	<ul style="list-style-type: none"> Set up an exclusion zone around machine while operating Communication where possible Do not exceed machine operating limits and specifications Operate to the weather conditions Slow, steady operation of hydraulic controls
Machine contacting underground cables <ul style="list-style-type: none"> Electrical 	<ul style="list-style-type: none"> Serious Injury 	<ul style="list-style-type: none"> Unlikely 	<ul style="list-style-type: none"> Dial before you dig to ensure there are no underground cables or pipes
Hearing loss and asphyxiation from exhaust fumes <ul style="list-style-type: none"> PPE 	<ul style="list-style-type: none"> Long term hearing damage Breathing issues 	<ul style="list-style-type: none"> Unlikely 	<ul style="list-style-type: none"> Wear hearing protection Avoid operation in enclosed spaces If necessary, wear a respirator in confined areas
Explosion or fire when refuelling <ul style="list-style-type: none"> Electrical/Static 	<ul style="list-style-type: none"> Serious Injury Fatality 	<ul style="list-style-type: none"> Unlikely 	<ul style="list-style-type: none"> Switch machine off before refuelling Avoid fuel touching hot engine parts Ensure fuel cap is sealed correctly
Machine tipping over <ul style="list-style-type: none"> Stored energy 	<ul style="list-style-type: none"> Serious Injury 	<ul style="list-style-type: none"> Possible 	<ul style="list-style-type: none"> Operate to the conditions and within the machines specified limitations Always drive machine up or down a slope, NOT along it Slow, steady operation of the hydraulic controls