HEDGE TRIMMER

DO NOT use this machine unless you have been instructed in its safe use and operation and have been given permission.

PERSONAL PROTECTIVE EQUIPMENT

- [ ] Foot protection must be worn
- [ ] Hearing and eye protection must be worn
- [ ] Protective clothing must be worn
- [ ] Hand protection must be worn

POTENTIAL HAZARDS

- Noise
- Moving or rotating parts
- Flying debris
- Repetition of movement
- Awkward posture
- Vibration
- Sharp objects

PRE-OPERATIONAL SAFETY CHECKS

- [ ] Do not attempt any work with hedge trimmer (electric or petrol) unless you have been properly trained.
- [ ] Check for obvious faults and defects including electric cord for signs of wear or damage.
- [ ] Check that the trimmer is in good operating order: make sure blades are sharp and move freely, the motor is running smoothly, the auto-switch mechanism is working correctly and that safety guards are in place.
- [ ] Ensure activity will not pose a threat to yourself, other people, surrounding buildings, vehicles and/or animals.
- [ ] If electric, examine the power lead and plugs for obvious damage. Ensure the cords are tested and tagged.

OPERATIONAL SAFETY CHECKS

- [ ] Ensure Fuel Cap is secure prior to use
- [ ] Always use both hands when starting a hedge trimmer, one to hold the machine and the other to pull the starter rope if petrol driven.
- [ ] If using an electric trimmer, know where the cord is at all times and keep it clear of the blade at all times.
- [ ] Avoid contact with the cutting blades. Keep one hand on the control handle and one hand on the front handle.
- [ ] Make sure you have firm and secure footing and hold the unit so that the cutting blades are always away from your body.
- [ ] Watch the cutting blades at all times.

- [ ] Hold the trimmer strongly
- [ ] Where the machine allows it, adjust the angle of the handles to a comfortable position to maintain a neutral wrist position rather than twist your body and wrists into awkward positions

ENDING OPERATIONS AND CLEANING UP

- [ ] Return all equipment to secure storage. Store fuels and oils appropriately.
- [ ] Switch off and disconnect from the electricity supply before removing or replacing parts.
- [ ] Clean the work area.

DON’T

- [x] Do not over reach or stretch to cut areas of the hedge that you cannot see. Do not use in wet conditions.
- [x] Do not operate machine when you are tired.
- [x] Do not rush.
- [x] Do not direct the equipment towards other people.
- [x] Do not allow waste to accumulate

This SOP does not necessarily cover all possible hazards associated with this equipment and should be used in conjunction with other references. It is designed as a guide to be used to compliment training and as a reminder to users prior to equipment use.