Safe Work Procedure

**NOTE: DO NOT use this machine unless you have been trained in its safe use and operation.**

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| Description of Work: | Using a Power Lopper (Electric) |
| Power Lopper | **Potential Hazards:** Hazards associated with entanglement, impact and cutting, shearing, electricity, ergonomics, noise, slips, trips and working at height. |
| **Personal Protective Equipment (PPE) Required** *(Check the box for required PPE*): |
| hand protectionGloves | dust maskFace Masks | safety gogglesEyeProtection | face shieldWelding Mask | foot protectionAppropriateFootwear | hearing protHearing Protection | safety apronProtective Clothing |
| [x]  | [x]  | [x]  | [ ]  | [x]  | [x]  | [ ]  |
|  **Safe Work Procedure Checklist:** |
| 1. PRE-Operation:* Ensure equipment is free of any signs of wear or damage.
* Check for obvious faults and defects including electric cord for signs of wear or damage.
* Operator to inspect work area to ensure that work surface is stable, particularly if working at height.
* Isolate immediate area around where work is to be conducted in case of falling debris.
* Wear the PPE required.

2. Operation:* + Exercise caution in relation to the electrical lead.
	+ Hold lopper firmly with both hands.
	+ Ensure firm footing.
	+ Do not use in the rain or wet conditions.
	+ Ensure lopper has come to a complete stop before moving.
	+ If working at height, ensure 3 points of contact on ladder are maintained at all times.

3. POST-Operation:* Ensure lopper has come to a complete stop before removing waste material
* Ensure lopper has stopped before placing it on the ground.
* Disconnect from power supply.
* Ensure equipment is returned to storage area after use.
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| **Competent Persons** (The following persons are authorised to operate, supervise and test students on the equipment/process). |
| **Name:** | **Title:** | **Contact Details:** |
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