

SOP - Grinder - Concrete

DO NOT use this plant* or complete this task unless you have been inducted in its safe use and operation by an Authorised Experienced Operator

This SOP may not cover all possible hazards and risks and should be referred to as a control measure in the risk assessment process. Additional training may be required for high risk plant/work. Site and task may change required PPE.

PERSONAL PROTECTIVE EQUIPMENT



Non-fogging vented Eye protection must be worn



P2 face mask must be worn when airborne dust or fumes are created



Hearing protection must be worn



Foot protection must be worn



Head protection must be worn









Protective body clothing must be worn



High visibility clothing must worn

POTENTIAL HAZARDS AND RISKS

-  **Entanglement**
Entanglement in moving parts
-  **Shearing**
Body parts sheared between items of plant
-  **Manual Task Injury**
Manual task injury from incorrect manual handling techniques
-  **Slip, Trips, Falls**
Slip, trip, fall due to workspace and walkways not being made clear
-  **Cutting, Stabbing or Puncturing**
Injury from sharp edges or burrs
-  **Other**
Injury from contact with moving parts

PRE-OPERATIONAL SAFETY CHECKS

- ✓ Under no circumstances is the machine to be manually handled on or off the truck. In all instances, the hiab is to be used to remove from truck and put back into position on truck.
- ✓ Complete site specific risk assessment
- ✓ Complete the appropriate pre-operational plant checklist if applicable
- ✓ Equipment should only be operated by trained personnel, in good physical condition and mental health (not fatigued). The operator and maintenance personnel must physically be able to handle the bulk weight and power of this machine.
- ✓ Ensure you are familiar with plant operations and controls and use in accordance with the operating manual.
- ✓ Ensure that guards are fitted, secured and functional in accordance with manufacturers guidelines
- ✓ Check power lead is in good working order and does not create a trip
- ✓ The machine is only intended for use on floor surfaces such as concrete, terrazzo and other hard floor surfaces.

OPERATING PROCEDURES

- ✓ This is a one person machine. Maintain a safe operating distance to other personnel. Remember 'one machine, one operator'.
- ✓ Check for loose retaining bolts and nuts after every 3 hours of use
- ✓ Do not allow the supply cord to come in contact with the cutting blade/head or other moving parts of this machine.

- ✓ Never operate machine in the rain or if heavy moisture is present.
- ✓ Keep body parts or any loose clothing away from moving parts.
- ✓ Operate plant to the conditions of the work area
- ✓ Ensure no person or animal is endangered when operating plant
- ✓ Never start or run machine when it is unattended.
- ✓ Before making adjustments bring plant to a complete standstill and isolate.
- ✓ Never start or run machine disk(s) are not in contact with the surface.

ENDING OPERATIONS

- ✓ Allow plant to cool before performing any maintenance, refuelling or cleaning
- ✓ Refuel plant at least 3 metres from combustibles
- ✓ Ensure plant is in good working order and stored in the appropriate location

DO NOT

- ✗ Do not use if plant is faulty. Attach an Out of Service tag and report fault to your Supervisor
- ✗ Do not leave plant running unattended
- ✗ Do not leave keys in machinery whilst unattended
- ✗ Do not wear loose jewellery
- ✗ Do not use mobile phone while operating plant

*Plant in this SOP refers to any machinery, equipment, appliance, container, implement and tool.