

SOP - Tools - Petrol / LPG

DO NOT use this plant unless you have been inducted in its safe use and operation by an Authorised Experienced Operator and have been given permission.

This SOP may not cover all possible hazards and risks associated and should be referred to as a control measure in the risk assessment process. Site and task may change required PPE.

PERSONAL PROTECTIVE EQUIPMENT

You must wear this personal protective equipment when doing this task

					
Safety	Eye	Gloves	Hearing	Hi Viz	Boots

OTHER SIGNAGE

Also Subject to task

						
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POTENTIAL HAZARDS ASSOCIATED WITH RISKS

Recurring Hazards	Construction work
Asbestos in the workplace	Environment
Damage to Property	Outdoor work
Public areas	Hazardous Chemicals
Tools	Wildlife in the work area

Training Required:

- ✓ Construction Industry General Induction
- ✓ Site Induction
- ✓ Task induction
- ✓ Trade
- ✓ Machine operation

Licence or VOC Required: No

Pre-Operational Safety Checks:

- ✓ Complete site-specific risk assessment
- ✓ Workers trained & Competent
- ✓ Complete visual Machine pre-start checklist
- ✓ Be familiar with plant operations and controls
- ✓ Machines serviced to specification
- ✓ Machine guarding in place
- ✓ Inspect fuel lines, tank, and area around carburetor for fuel leaks.

- ✓ Check the effectiveness of operating controls.
- ✓ Check condition of the anti-vibration mountings of the handles (if any)
- ✓ Public is protected
- ✓ Property is protected
- ✓ Control measures have been implemented
- ✓ It is safe to proceed

Consultation

- ✓ SWMS has been reviewed
- ✓ Site induction completed
- ✓ Toolbox talk held
- ✓ Discussed with other PCBU
- ✓ Potential emergencies considered

Tools & equipment required

- ✓ As selected for the task

Operating Procedures / Methodology:

Planning & Preparation

- ✓ Obtain Manufacturer's instructions
- ✓ Conduct a task specific Risk Assessment
- ✓ I have all the tools and materials required
- ✓ I understand the instructions on the task
- ✓ Ensure adequate lighting

Doing

- ✓ Use in accordance with Manufacturer's Instructions
- ✓ All nominated control measures are used
- ✓ Follow SWMS, SOP and Risk Assessment
- ✓ Ensure clear pathway to exit
- ✓ When starting on the ground:
 - ✓ Ensure no obstructions are present
 - ✓ Secure the machine for starting
 - ✓ Start
- ✓ Keep a firm grip on the machine with both hands unless stationary
- ✓ Maintain a proper balance and secure footing
- ✓ Pay full attention to the operation
- ✓ Avoid the accumulation of debris.

Ending Operations / Housekeeping:

- ✓ Allow plant to cool before maintenance
- ✓ Report plant defects found during use
- ✓ Conduct Basic clean of machine
- ✓ Return all tools and equipment
- ✓ Waste is recycled or disposed of
- ✓ Clean up your mess
- ✓ Store non-disposable PPE to prevent damage
- ✓ Report to your Supervisor

Monitor & Review Process

- ✓ If unsafe STOP, review get approval
- ✓ Supervisor to check all activities
- ✓ Task MUST be completed as per SOP
- ✓ Report to your Supervisor if unsure

Safe work procedure approved by:

Refer to Company Implementation Folder for signed documents

Worker sign-off

Refer to Worker's induction file for signed documents

DO NOT!

- × Use if plant is faulty. Tag-out and report fault to your supervisor
- × Leave plant running unattended
- × Operate unit if leaks are found.
- × Operate machine above shoulder height
- × Refuel while hot
- × Attempt this operation in wet conditions until Risk Assessment is reviewed
- × Use mobile phone while operating plant
- × Alter this SOP without Management approval

Applicable Legislation / Standards:

- ✓ WH&S Act & Regulations

Codes of Practice –

[First aid in the workplace](#)

[Work health and safety consultation, co-operation and co-ordination](#)

[Managing noise and preventing hearing loss at work](#)

[How to manage work health and safety risks](#)

[Hazardous manual tasks](#)

[Managing the work environment and facilities](#)

[Labelling of workplace hazardous chemicals](#)

[Managing risks of hazardous chemicals in the workplace](#)

- ✓ Standards

AS 1319 Safety signs for the occupational environment

AS 1940 The storage and handling of flammable and combustible substances

AS 2293 .2 emergency evacuation

AS 2444 fire extinguishers

AS 4801 OH&S management systems

ISO 31000 Risk management