

SAFE OPERATING PROCEDURE

A. Greene - CHAPIN 2279

Safe Operating Procedure No: W001

Designated Task: Spraying Kerb & Gutter from vehicle

Procedure Summary: When spraying kerb & gutter from vehicle the major risks are motor vehicle accident, spraying herbicide on pedestrians or animals, been run over while filling up or chemical spill and sometimes darkness. Best practice is ensure all safety signs and beacons are on and working, never spray from a vehicle travelling more than 5 KM per hour, driver is never to spray while driving and constant diligence regarding pedestrians. Minimum qualifications required – Farmcare, Farm Chemical User Training Program, Drivers Licence.

Issue Date: _____ Review Date: _____ Prepared: _____

Operator title: _____ Equipment: _____ Personal Protective Equipment: _____

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| <ol style="list-style-type: none"> 1. Vehicle Driver 2. Passenger sprayer | <ol style="list-style-type: none"> 1. Tray top utility 2. 1 x 1000Lt Tank 3. Stationary motor and pump 4. Beacons & Hazard Lights 5. Warning Signs 6. Spot Lights 7. Pressure controller 8. Hose & Gun 9. Mixing Jugs 10. Chemicals, ie Roundup Biactive 11. Master keys 12. Tool kit and spare parts 13. Spill response kit 14. Mobile Phone | <ol style="list-style-type: none"> 1. First Aid Kit 2. Appropriate non-slip work boots 3. Hat 4. Gloves – rubber/nitrate 5. Gloves - Leather 6. Goggles 7. Mobile phones/radios 8. Sunscreen 9. Full length pants & shirts. 10. Safety vest or Council style shirts |
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JOB DESCRIPTION	RISK ASSESSMENT	PREVENTATIVE ACTIONS
<p>Job Set up</p> <ol style="list-style-type: none"> 1. Fuel/lubricate all vehicles/equipment. 2. Check all lights on vehicle are working. 3. Collect all relevant paperwork/maps. 4. Check all equipment is in good working order. 5. Drive to work site. 	<p>Fuel ignition – burns.</p> <p>Motor accident, minor or major injury.</p>	<p>Do not smoke – no naked flames.</p> <p>Follow all road rules. No drug/alcohol consumption.</p>

Site set up and work procedures

<p>1. Prepare tank and fill with herbicide mix. Put herbicide concentrate back onto vehicle and chain up.</p>	<p>Spill herbicide concentrate onto skin or splash into eyes, resulting in minor eye irritations. Back injury from lifting 20 KG drum</p>	<p>Wear full-length pants & shirts, gloves and goggles whilst handling herbicide concentrate. Bend knees when lifting or pour from edge of truck/tank. Make sure bypass is open when starting. Be prepared to turn off motor immediately if any leaks are seen. Do not start if people are in surrounding area.</p>
<p>2. Passenger and driver setup. Turn on all lights and beacons start pump motor. Adjust pressure. Check all hoses and fittings. Enter vehicle, put safety belts on.</p>	<p>Hose blowing spraying herbicide on operators, bystanders or property. Resulting in minor eye or skin irritations. Hit by car Result death or serious injury</p>	<p>Also stay on footpath side of vehicle make sure vehicle is off road and clearly visible by oncoming cars. Use witches hats if necessary. Travel slowly; be diligent and watchful of other vehicles.</p>
<p>3. Commence Spraying.</p>	<p>Vehicle accident minor or major injury. Spray drift on operators, pedestrians or property. Resulting in minor eye or skin irritations. General public concern</p>	<p>Access weather conditions. Do not spray in windy conditions do not spray within 5M of public. Do not spray when vehicle is travelling more than 5KM per hour. Driver never to spray.</p>
<p>4. Spot spray all weeds in garden beds and on edges to the point where entire plant is wet and herbicide is beginning to run off.</p>	<p>Slipping resulting in bruising or concussion. Eye injury from over head branches</p>	<p>Closely monitor the surface you are walking on for moss build up or mud that may make it slippery and avoid these areas. Don't just look down watch for over hanging branches. Access area before entering and wear goggles if necessary. Never hang out of vehicle and ensure safety belts on at all time. Driver to watch road and communicate with sprayer.</p>
<p>5. Whilist Spraying</p>	<p>Spray operator hit by trees or poles. Resulting in bruising or concussion.</p>	<p>Travel slowly; be diligent and watchful of other vehicles. Only stop in safe visible place.</p>
<p>6. Stop spraying</p>	<p>Motor accident resulting in minor to major injuries.</p>	<p>Observe all road rules and no drug/alcohol consumption.</p>
<p>7. Pack up and complete paperwork and return to depot or next site.</p>	<p>Motor accident resulting in minor to major injuries.</p>	<p>Observe all road rules and no drug/alcohol consumption.</p>

SAFE OPERATING PROCEDURE

Safe Operating Procedure No: W003

Designated Task: Operating a hand hose from vehicle for spot weed control

Procedure Summary: When using 200M hose from vehicle care must be taken. Pump and motor are running and prepared as in W002. Hose is pulled from hose reel on back of vehicle. Hand gun control is used to spray weeds or unwanted vegetation. Minimum qualifications required – Farmcare, Farm Chemical User Training Program.

Issue Date:

Review Date:

Prepared:

Operator title:		
<ol style="list-style-type: none"> 1. Vehicle Driver 2. Passenger sprayer 	<ol style="list-style-type: none"> 1. Tray top utility 2. 2.1 x 1000Lt Tank 3. Stationary motor and pump 4. Beacons & Hazard Lights 5. Warning Signs 6. Spot Lights 7. Pressure controller 8. Hose & Gun 9. Mixing jugs 10. Chemicals, ie Roundup Biactive 11. Master keys 12. Tool kit and spare parts 13. Spill response kit 14. Mobile Phone 	<ol style="list-style-type: none"> 1. First Aid Kit 2. Appropriate non-slip work boots 3. Hat 4. Gloves – rubber/nitrate 5. Gloves - Leather 6. Goggles 7. Mobile phones/radios 8. Sunscreen 9. Full length pants & shirts 10. Hat 11. Reflective jacket or council style shirt

JOB DESCRIPTION	RISK ASSESSMENT	PREVENTATIVE ACTIONS
<p>Job Set up</p> <ol style="list-style-type: none"> 1. Fuel/lubricate all vehicles/equipment. 2. Check all lights on vehicle are working. 3. Collect all relevant paperwork/maps. 4. Check all equipment is in good working order. 5. Drive to work site. 	<p>Fuel ignition – burns.</p> <p>Motor accident, minor or major injury.</p>	<p>Do not smoke – no naked flames.</p> <p>Follow all road rules. No drug/alcohol consumption.</p>

Site set up and work procedures.

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| <p>1. Spraying setup. Start pump motor. Adjust pressure. Check all hoses and fittings.</p> | <p>Spill herbicide concentrate onto skin or splash into eyes, resulting in minor eye irritations. Back injury from lifting 20 KG drum</p> | <p>Wear full-length pants & shirts, gloves and goggles whilst handling herbicide concentrate. Bend knees when lifting or pour from edge of truck/Tank. Make sure bypass is open when starting. Be prepared to turn off motor immediately if any leaks are seen. Do not start if people are in surrounding area.</p> |
| <p>2. Climb over fences to spot spray weeds.</p> | <p>Hose blowing spraying herbicide on operators, bystanders or property. Resulting in minor eye or skin irritations. Hit by car Result death or serious injury</p> | <p>Also stay on footpath side of vehicle make sure vehicle is off road and clearly visible by oncoming cars. Use witches hats if necessary. Do not climb fences. Make sure of footholds and hand holds whilst climbing. Closing watch wet surfaces for moss build up or muddy slippery surfaces.</p> |
| <p>3. Walk along walls or edges and spot spray all weeds in garden beds and on edges to the point where entire plant is wet and herbicide is beginning to run off.</p> | <p>Slipping resulting in bruising or concussion. Eye injury from over head branches</p> | <p>Closely monitor the surface you are walking on for moss build up or mud that may make it slippery and avoid these areas. Don't just look down watch for over hanging branches. Access area before entering and wear goggles if necessary. Always setup vehicle so on coming vehicle see it before they get to you. Have beacons and hazard lights on. Stay off road at all time.</p> |
| <p>4. Spot spraying on rad ways</p> | <p>Hit by car</p> | <p>Closely watch the immediate area in front of you to be sprayed for objects or for holes that you could fall over or into. Those could also cause you to lose balance and fall. Walk no more than 1-2km per hour which is equal to a very slow constant walking speed.</p> |
| <p>5. Spray a band of up to 0.5 metre along the edge of garden beds or along fencelines. If the edge is grassed and maintained by brushcutter, only spray 150mm edge to prevent vegetation growing</p> | <p>Falling over objects resulting in cuts and punctures wounds, falling of retaining walls resulting in bruising, broken bones and concussion.</p> | <p>Observe all road rules and no drug/alcohol consumption.</p> |
| <p>6. Pack up and complete paperwork and return to depot or next site.</p> | <p>Motor accident resulting in minor to major injuries.</p> | |

WEED MANAGEMENT SAFE OPERATING PROCEDURE

Safe Operating Procedure No: W004

Designated Task: Minor Spill Response

Procedure Summary: All spillage's of a minor nature must be cleaned up immediately and disposed of using the following procedure. Treat all spills as potentially hazardous and use provided spill kit with caution. This Safe Operating Procedure (SOP) applied only to minor spills of fuel, oil, and Roundup-Biactive herbicide concentrate or mix.

Issue Date: _____

Review Date: _____

Prepared: _____

Operator title: _____

Equipment:

1. Spill kit – 10Lt Kitty litter
 - 10Lt sealable drum
 - Shovel and brush

Personal Protective Equipment:

1. Gloves – disposable
2. Mask – carbon filled dust mask

JOB DESCRIPTION	RISK ASSESSMENT	PREVENTATIVE ACTIONS
<ol style="list-style-type: none"> 1. Assess spill. 2. Put on gloves and mask. 3. Stop spread by encircling with kitty litter or placing crescent shaped area of Kitty litter in path of spill if moving towards a drain. 4. Wait until all spill is soaked up by kitty litter. 5. Carefully sweep kitty litter into dust pan provided. 6. Place in empty drum provided and securely put on lid. 7. Take back to Depot for storage where it will be taken for deep burial at designated Waste Disposal Authority. 	<p style="text-align: center;">Fuel fumes.</p> <p style="text-align: center;">Dust inhalation.</p>	<p style="text-align: center;">Do not smoke – no naked flames.</p> <p style="text-align: center;">Wear mask provided.</p>

SPILL RESPONSE POLICY

The policy of this company is to minimise any adverse effects over work procedures may have on the surrounding environment and general public.

To this end each vehicle that uses pesticides, fuels or oils on a regular basis must have a spill response kit. This kit is intended to contain and/or soak up any minor spill that may take place during the course of normal work procedures.

Major spills should not occur as amounts of fuels, oils and pesticides carried in the line of normal work are minimal.

All minor spills must be cleaned up as per the Safe Operating Procedures for minor spills as provided.

SAFE OPERATING PROCEDURE

Safe Operating Procedure No: W002

Designated Task: Operating a hand sprayer in parks or road verges for spot weed control

Procedure Summary: When using a hand sprayer (10 litre) in Parks, road verges or garden beds for spot weed control the main risks are: slipping whilst walking due to wet surfaces, falling from retaining walls whilst spraying along the top edge, injury to back whilst climbing over locked gates or fences, eye injury from branches or been hit by vehicle Best practice is to not climb over obstacles with a hand sprayer on. Closely watch where you are walking along for objects or holes that you could fall into or over and lose your balance. Watch for overhanging branches and beware of vehicle and never spray while on road. Minimum qualifications required – Farmcare, Farm Chemical User Training Program.

Issue Date:

Review Date:

Prepared:

Operator title:

Equipment:

1. Tray top utility
2. 1 x 10Lt Hand sprayer
3. Mixing jugs
4. Chemicals, ie Roundup Blactive
5. Master keys
6. Tool kit and spare parts
7. Spill response kit
8. Mobile Phone

Personal Protective Equipment:

1. First Aid Kit
2. Appropriate non-slip work boots
3. Hat
4. Gloves – rubber/nitrate
5. Goggles
6. Mobile phones/radios
7. Sunscreen
8. Full length pants & shirts
9. Hat
10. Safety vest or council style shirts

JOB DESCRIPTION

RISK ASSESSMENT

PREVENTATIVE ACTIONS

Job Set up

1. Fuel/lubricate all vehicles/equipment.
2. Check all lights on vehicle are working.
3. Collect all relevant paperwork/maps.
4. Check all equipment is in good working order.
5. Drive to work site.

Fuel ignition – burns.

Do not smoke – no naked flames.

Motor accident, minor or major injury.

Follow all road rules. No drug/alcohol consumption.

Site set up and work procedures

<p>1. Prepare hand sprayer and fill with herbicide mix. Put herbicide concentrate back onto vehicle and chain up.</p>	<p>Spill herbicide concentrate onto skin or splash into eyes, resulting in minor eye irritations. Back injury from lifting 20 KG drum</p>	<p>Wear full-length pants & shirts, gloves and goggles whilst handling herbicide concentrate. Bend knees when lifting or pour from edge of truck</p>
<p>2. Climb over fences to spot spray weeds.</p>	<p>Back injuries and slipping on wet surfaces resulting in bruising or concussion.</p>	<p>Do not climb fences. Make sure of footholds and hand holds whilst climbing. Closely watch wet surfaces for moss build up or muddy slippery surfaces.</p>
<p>3. Walk along walls or edges and spot spray all weeds in garden beds and on edges to the point where entire plant is wet and herbicide is beginning to run off.</p>	<p>Slipping resulting in bruising or concussion. Eye injury from over head branches</p>	<p>Closely monitor the surface you are walking on for moss build up or mud that may make it slippery and avoid these areas. Don't just look down watch for over hanging branches. Access area before entering and wear goggles if necessary.</p>
<p>4. Spot spraying on road ways</p>	<p>Hit by car Result death or serious injury</p>	<p>Always setup vehicle so on coming vehicle see it before they get to you. Have beacons and hazard lights on. Stay off road at all times. Wear safety vest or council style shirt.</p>
<p>5. Spray a band of up to 0.5 metre along the edge of garden beds or along fencelines. If the edge is grassed and maintained by brushcutter, only spray 150mm edge to prevent vegetation growing</p>	<p>Falling over objects resulting in cuts and punctures wounds, falling of retaining walls resulting in bruising, broken bones and concussion.</p>	<p>Closely watch the immediate area in front of you to be sprayed for objects or for holes that you could fall over or into. Those could also cause you to lose balance and fall. Walk no more than 1-2km per hour, which is equal to a very slow constant walking speed.</p>
<p>6. Re-filling handsprayer during the working day. Make sure to park vehicle so that any run off from the tray will run into gutter and not onto lawn area beside the vehicle.</p>	<p>Spill herbicide concentrate on skin or splash into eyes resulting in eye irritations. Traffic accidents could cause minor or major injuries.</p>	<p>Wear correct PPE. Always wear full-length pants & shirt, gloves and goggles whilst handling herbicide concentrate. When working from the back of the vehicle, always stand on footpath side of vehicle, never on the roadside. If herbicide is split onto tray or vehicle soak up with kitty litter provided.</p>
<p>7. Pack up and complete paperwork and return to depot.</p>	<p>Motor accident resulting in minor to major injuries.</p>	<p>Observe all road rules and no drug/alcohol consumption.</p>