

Safe Operating Procedure

Helicopter Trowel



PERSONAL SAFETY



PRE OPERATIONAL SAFETY CHECKS

- Operators must be instructed and trained in its safe operation by a competent person;
- Ensure all manufactures guards are fitted, secure and functional;
- Ensure trowel blades are secure and in good condition. Damaged blades can cause a dangerous imbalance;
- Repair or replace any loose, broken, missing or damaged parts;
- Faulty equipment must not be used. Report suspect machinery immediately.

POTENTIAL HAZARDS

- Rotating trowel blades;
- Noise;
- Entanglement.

OPERATIONAL SAFETY PRACTICES (CONTROLS)

- When operating trowel machine ensure all other personnel are clear of the machine;
- Barricades and appropriate warning signs displayed around the concrete finishing zone;
- Ensure the work environment is clear of flammable materials, general construction waste, and slip / trip hazards (report any hazardous or unsafe conditions);
- Lifting from, or placing the machine onto the concrete pad shall be performed by a minimum of a two persons, or the assistance of a mechanical device will be required. (e.g. crane);
- Only place trowel machine on workable concrete to prevent blades sinking into concrete and becoming stuck;
- Maintain a proper balance and secure footing when starting the machine;
- Keep clear of moving machine parts;
- Operate at a speed slow enough to keep control over unexpected hazards;
- Never leave the machine running unattended.

Refuelling:

- Allow the trowel machine to cool before refuelling.
- Refuelling must be performed outside work area to prevent chemical reaction with concrete;
- A spill kit and fire extinguisher must be in the vicinity of the refuelling area;
- There must be a minimum of one person trained in the use of Fire Extinguishers in the work area when refuelling.

HOUSEKEEPING

- Remove any foreign material from engine, air intake and guards;
- Ensure trowel blades are cleaned and not damaged;
- Keep the work area or storage area in a clean and tidy condition.