



RISK RATING 1 HIGH 2 MEDIUM 3 LOW	SAFE WORK METHOD STATEMENT Title: : Hedge Trimmer Operation Ref No: 1	I approve the use of this Safe Work Method Statement: NAME: _____ POSITION: Department Manager SIGNATURE: _____ DATE: ___/___/___
		Work Site/Project/Depot:
Critical Steps in this Activity:	Potential Hazards:	Safety Controls:
<ul style="list-style-type: none"> • Operation of a hedge trimmer • LOW 	<ul style="list-style-type: none"> • Manual Handling 	<ul style="list-style-type: none"> • Select a hedge trimmer appropriate for the work(e.g. consider the size and height of hedge or shrub being trimmed by the cutter, single or double sided blades, weight and balance of the equipment, availability of electrical power supply if using one)
<ul style="list-style-type: none"> • Operation of a hedge trimmer • MEDIUM 	<ul style="list-style-type: none"> • Accidents 	<ul style="list-style-type: none"> • Before operating the equipment, read, understand and follow the manufacturers operating manual and safety decals on the equipment
<ul style="list-style-type: none"> • Operation of a hedge trimmer • MEDIUM 	<ul style="list-style-type: none"> • Electrocution • Burns 	<ul style="list-style-type: none"> • Do not use electrical trimmer in the rain, or on wet grass or shrubs always delay operation until it's dry
<ul style="list-style-type: none"> • Operation of a hedge trimmer • MEDIUM 	<ul style="list-style-type: none"> • Explosion • Noise 	<ul style="list-style-type: none"> • When using petrol trimmer, ensure employee has correct ear muffs or ear plugs. Always use correct recommended grade fuel and never smoke will operating or refueling machine

<ul style="list-style-type: none"> • Operation of a hedge trimmer • MEDIUM 	<ul style="list-style-type: none"> • Eye damage 	<ul style="list-style-type: none"> • When using a hedge trimmer always make sure you have full face shield and goggles on before commencing
<ul style="list-style-type: none"> • Operation of a hedge trimmer • MEDIUM 	<ul style="list-style-type: none"> • Cuts 	<ul style="list-style-type: none"> • When the hedge trimmer is on at no stage should any employee place any parts of body near blades? Hedge trimmer must be completely stopped
<ul style="list-style-type: none"> • Operation of a hedge trimmer • MEDIUM 	<ul style="list-style-type: none"> • Flying objects 	<ul style="list-style-type: none"> • Before commencing operations always have a visual check of hedge or shrub for foreign objects (metal posts or wire) before trimming
<ul style="list-style-type: none"> • Operation of a hedge trimmer • MEDIUM 	<ul style="list-style-type: none"> • Electrocution • Trips 	<ul style="list-style-type: none"> • Keep the power cord of an electric hedge trimmer behind you to avoid snipping lead. Also leave enough slack of the lead on the ground for normal work maintenance
<ul style="list-style-type: none"> • Operation of a hedge trimmer • MEDIUM 	<ul style="list-style-type: none"> • Sprains & strains • Manual handling 	<ul style="list-style-type: none"> • Always use safety harness when operating machine, and both hands to hold and guide machine. Job rotation between staff if prolonged use
<ul style="list-style-type: none"> • Operation of a hedge trimmer • MEDIUM 	<ul style="list-style-type: none"> • Falls 	<ul style="list-style-type: none"> • When trimming hedge or shrub never try and overreach during trimming operations

<ul style="list-style-type: none"> • Operation of a hedge trimmer • MEDIUM 	<ul style="list-style-type: none"> • Falling from heights 	<ul style="list-style-type: none"> • Avoid standing on unstable supports (e. g. chairs or boards on saw horses etc). Also never stand on a ladder when using hedge trimmer. Always use long-reach or telescoping trimmer for tall hedges & shrubs
<ul style="list-style-type: none"> • Operation of a hedge trimmer • LOW 	<ul style="list-style-type: none"> • Machinery damage 	<ul style="list-style-type: none"> • Never try and force tools to cut something they are not designated to cut
<ul style="list-style-type: none"> • Operation of a hedge trimmer • MEDIUM 	<ul style="list-style-type: none"> • Serious cuts 	<ul style="list-style-type: none"> • Turn off the power and wait for the blades to stop before cleaning out twigs or grass. To prevent injuries use a brush or other device to remove materials from the blades

License/Training		List Plant-Equipment	
Drivers License Work Activity Induction Red Card		<i>Hedge Trimmer</i>	
List: /Personal Protective Equipment required for this Activity	List Equipment Maintenance Checks required for this Activity	Engineering Certificates	Hazardous Substance
<i>Hi visibility clothing</i> <i>Ear Protection</i> <i>Goggles</i> <i>Sunscreen</i> <i>Combination Helmet</i> <i>Safety Boots</i>	<i>Machinery plant log sheet</i>	Type	<i>Petrol</i> Type
Duties & Responsibilities			
To ensure the safety of co-workers and general public. To report all incidents and near misses to team leader. Ensure equipment is in safe working order. Perform safety checks of equipment			

