



<p><b>RISK RATING</b></p> <p><b>1 HIGH</b></p> <p><b>2 MEDIUM</b></p> <p><b>3 LOW</b></p>	<p><b>SAFE WORK METHOD STATEMENT</b></p> <p>Title: : Rotary Hoe Operation</p> <p>Ref No: 1</p>	<p>I approve the use of this Safe Work Method Statement:</p> <p><b>NAME:</b> _____ <b>POSITION:</b> Department Manager</p> <p><b>SIGNATURE:</b> _____ <b>DATE:</b> ___/___/___</p>
		<p>Project; <b>USE OF A ROTARY HOE</b></p>
<p><b>Critical Steps in this Activity:</b></p>	<p><b>Potential Hazards:</b></p>	<p><b>Safety Controls:</b></p>
<ul style="list-style-type: none"> <li>• Attach the rotary hoe to the tractor</li> <li>• <b>LOW</b></li> </ul>	<ul style="list-style-type: none"> <li>• Rotary hoe falling from stand</li> <li>• Crushing between tractor and rotary hoe</li> <li>• Exposed power take-off and drive shaft</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure rotary hoe is safely supported on a sturdy stand</li> <li>• Exclude other people from area, reverse tractor into position, engine closed down and handbrake applied before getting out of tractor</li> <li>• Do not connect or disconnect with tractor running</li> <li>• Ensure that PTO shaft cover and universal joint covers are in place and kept in good condition</li> </ul>
<ul style="list-style-type: none"> <li>• Operate the rotary hoe</li> <li>• <b>LOW</b></li> </ul>	<ul style="list-style-type: none"> <li>• Entanglement in blades</li> <li>• Entanglement in shaft</li> <li>• Flying Debris</li> <li>• Rear end swing</li> <li>• Striking objects when turning</li> <li>• Being hit by flying debris causing injury</li> </ul>	<ul style="list-style-type: none"> <li>• Do not go near rotary hoe while it is operating</li> <li>• Do not move from tractor seat until blades have stopped moving</li> <li>• Do not allow anyone to go near rotary hoe while operating</li> <li>• Ensure skids and rear guard are in place before operating</li> <li>• Do not excessively raise the rotary hoe while it is operating</li> <li>• Operate hoe with rear tailgate down</li> <li>• Wear safety glasses when operating the rotary hoe</li> <li>• Be aware of the extra area required for turning</li> <li>• Turn in a direction that the rotary hoe will swing away from objects</li> <li>• Pick up stones and rubbish before starting to hoe</li> <li>• Take care when hoeing near buildings, cars and other objects</li> </ul>

<ul style="list-style-type: none"><li>• Service the rotary hoe</li><li>• <b>LOW</b></li></ul>	<ul style="list-style-type: none"><li>• Cuts/gashes</li></ul>	<ul style="list-style-type: none"><li>• Do not service unless tractor is off and the shaft and rotor have stopped moving</li></ul>
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<b>License/Training</b>		<b>List Plant-Equipment</b>	
Tractor License Work Activity Induction Red Card		<i>Tractor, Rotary Hoe</i>	
<b>List: /Personal Protective Equipment required for this Activity</b>	<b>List Equipment Maintenance Checks required for this Activity</b>	<b>Engineering Certificates</b>	<b>Hazards Substances</b>
<i>Hi visibility clothing</i> <i>Ear Protection</i> <i>Safety Glasses</i> <i>Gloves</i> <i>Safety Boots</i>	<i>Daily equipment checks</i> <i>Plant Pre-start up check list</i>	<b>Type</b> <i>Traffic Management Plan</i>	<b>Type</b>
<b>Duties &amp; Responsibilities</b>			
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			

## Safe Work Method Statement

The personnel listed below have been made aware or and understand the procedure, hazards and control measures outlined in the Safe Work Method Statement. They will abide by the control measures outlined within the Save Work Method Statement.

Name	Position	Signature

Any changes. Additions or deletions made to this Safe Work Method Statement are to be covered with the above personnel and The Principal Contractor representative at a Toolbox meeting. (Record date and time of Toolbox meeting below)

**Date:** \_\_\_\_\_  
**Time:** \_\_\_\_\_  
**Comments:** \_\_\_\_\_

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**Reviewed by:** \_\_\_\_\_ **Date:** \_\_\_\_\_