Safe Operating Procedure
Demo Saw

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We are located at:
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The instructions recommended within this document apply to normal risk conditions. If the Demo Saw is to be operated in a dangerous or hostile environment, the user/client is responsible for conducting an appropriate risk analysis and applying suitable controls to mitigate those additional risks.
This instruction should be read in conjunction with the Risk Assessment.

GENERAL SAFETY

- Safety glasses, face mask and Hi-Vis Jacket must be worn at all times in work areas.
- Appropriate footwear (steel caps) with substantial chaps must be worn.
- Long and loose hair must be contained
- Close fitting/protective clothing must be worn.
- Hearing protection must be worn when using this machine.
- Check for damaged saw and guard
- Beware of inhalation of fumes and dust particles
- Beware of kick-back - Push-back and Pull-in
- Barricade work area if necessary to maintain clear area and free from other persons.

TRANSPORT OF DEMO SAW

- Ensure unit is firmly tied down on transport vehicle without damaging motor, blade, guard or fuel components
- Avoid handling blades

OPERATING CONDITIONS

- Ensure the machine is clean to facilitate detection of loose, worn or defective parts and other safety hazards.
- Inspect fuel lines, tank, and area around carburetor for fuel leaks. DO NOT OPERATE UNIT IF LEAKS ARE FOUND.
- FAULTY EQUIPMENT MUST NOT BE USED. REPORT SUSPECT SAW IMMEDIATELY.
- Check the effectiveness of operating controls.
- Ensure safety guard is functioning and there is no damage to blade and guard.
- When starting the saw:
  - o Ensure no obstructions are present near the start point for the blade.
  - o Turn on fuel, prime and choke
  - o Operate the engine with the pull cord
  - o Apply throttle
  - o Start cut with blade rotating
  - o KEEP CLOSE WATCH ON CUTTING ACTION AND MAINTAIN BOTH HANDS ON UNIT
- Be alert for variation in cutting progress
- HIT KILL SWITCH IMMEDIATELY IF SAW JAMS
- Retract blade from material before starting again
- Hit KILL switch to stop engine normally
- Clear accumulating debris.
- NEVER USE A DEMO SAW ABOVE SHOULDER HEIGHT.
- Stop engine before refilling the fuel tank.

INSPECTION AND MAINTENANCE

- Inspect fuel lines, tank, and area around carburetor for fuel leaks.
- Ensure safety guard is secure and functioning.
- Check blade for damage and vibration

The above instructions must be followed at all times If any of the instructions are not possible, contact the site supervisor for an assessment of any safety requirements

Demo Saw Risk Assessment

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RAPID EQUIPMENT HIRE

Likely Risk Issue	**Who/ What may be harmed?** (Specific Persons)	**What is the Rate Level?** (Rate risk as Low, Medium or High)	**What Risk Control Actions Needs to Be Taken?** (What needs to be considered so that the risks are identified and effectively controlled)	**Time Frame**
Cuts from rotating blade. Fragments from concrete	Participants Operators Spectators Staff	Severity of Risk (S)- 3 Likelihood of Risk (L)- 2 Overall Risk (S x L)= 6 **MEDIUM**	• Operators to be competent or given practical demonstration • Ensure wheel guard is not damaged • Safety goggles and hearing protection to be worn while saw is in operation • No loose clothing and wear Hi-Vis shirt. • Keep other people clear of work area and barricade work area if necessary • Saw to be switched off before setting aside and immediately when blade jams	Every Hire
Saw handling and water hazard	Participants Operators Spectators Staff	Severity of Risk (S) - 3 Likelihood of Risk (L) - 2 Overall Risk (S x L) = 6 **MEDIUM**	• Operator to use both hands when operating saw • Saw to be switched off before refuelling, setting aside or when there is a blade jam • Keep other people clear of work area • Stop other persons from operating the unit • Firm footwear to be worn and care taken to prevent slips and trips	Every Hire
Leaking fuel causing fire or slipping hazard	Participants Operators Spectators Staff	Severity of Risk (S)- 2 Likelihood of Risk (L)-1 Overall Risk (S x L)= 3 **LOW**	• Operators to check machine daily for fuel and oil leaks around work area • Unit to be turned off and cool before refuelling and ensure fuel cap is replaced firmly • Fuel storage to be well clear of machine and any hot areas • Ground to be checked for fuel spills and any spills rectified • Firm footwear to be worn and care taken to prevent slips and trips	Every Hire
Noise	Participants Operators Spectators Staff	Severity of Risk (S)- 2 Likelihood of Risk (L)- 2 Overall Risk (S x L)= 4 **MEDIUM**	• Operators and nearby persons must wear eye and hearing protection and protective clothing	Every Hire
Burns and hand injuries	Participants Operators Spectators Staff	Severity of Risk (S)- 3 Likelihood of Risk (L)- 2 Overall Risk (S x L)= 6 **MEDIUM**	• Unit to be allowed to cool down before carrying out any adjustments or refueling • Operators to ensure hands are clear of blade during operation • Gloves to be worn to prevent burns and blade injuries	Every Hire

Calculation of Risk Evaluation
Severity of Risk (S) is judged by evaluating the effects of the hazard if the risk occurs. This is evaluated as Minor = 1, Major = 2, Serious = 3
Risk Likelihood (L) - The likelihood of the harm occurring is evaluated on the basis of: Unlikely =1, Possible = 2, Likely = 3
Overall Risk is calculated by multiplying the figure for Severity (S) and Likelihood (L).
The overall risk figure calculated is related to the Risk Level of either Low: 1 to 3; Medium: 4 to 6 or High: 7 to 9
NB This is a generic risk assessment only. It is advisable to carry out a site-specific assessment prior to using this equipment.