# Safe Operating Procedure Genset

www.rapidhire.net.au

We are located at:

10 Kerryl Street, Kunda Park Qld 4556 Email: info@rapidhire.net.au Phone: 07 5456 2664



The instructions recommended within this document apply to normal risk conditions. If the Genset 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**

- Wear appropriate PPE (safety footwear, hearing protection, safety gloves and Hi-Vis jacket)
- Beware tipping of trailer when turning or on uneven ground
- Check that trailer towbar and connections are not damaged
- Ensure jockey wheel is properly positioned for parking or retracted for travel
- Ensure stabilisers are retracted when travelling
- Ensure wheels are chocked and brake applied when parked
- Ensure cables are not lying on the ground or in a position to cause tripping
- Avoid burns from hot engine
- Fire from fuel or oil leaks

#### TRANSPORT OF SKID MOUNTED UNIT

- 1. Ensure unit is firmly tied down on transport using designated anchor points
- 2. Do not exceed speed limit

#### **PARKING**

- Park on level ground and away from other work areas or enclosed spaces to avoid hearing damage
- Apply brake, lower jockey wheel and chock wheels for trailer unit
- Remove tail light cable and safety chain for trailer unit
- Ensure parked unit is not too close to traffic to be hit by a vehicle
- Ensure parked unit will not hinder or endanger pedestrian traffic
- Install safety barriers if necessary

#### **OPERATING CONDITIONS**

- Check fuel, oil and radiator levels
- Ensure emergency stop is identified
- Attached leads before starting engine (for single and 3 phase supplies)
- If the leads are to be hard wired, an electrician must carry out the connection
- Position the earth stake
- Carry out a visual inspection of plugs and terminals
- Ensure cables are not lying on the ground or getting wet
- · Ensure cable are not interfering with personal access ways
- Use the key start

#### **SHUT DOWN PROCEDURE**

- Switch off
- · Disconnect cables and coil for storage

#### **INSPECTION AND MAINTENANCE**

- Check condition of trailer, towbar, jockey wheel and lights
- Check for fuel, oil and radiator leaks
- · Check cables and connections for damage

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

## **Diesel Genset Risk Assessment**

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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
Towing mechanism where applicable	Participants Operators Spectators Staff	Severity of Risk (S)- 2 Likelihood of Risk (L)- 2 Overall Risk (S x L)= 4 MEDIUM	<ul> <li>Towbar connection to be checked to ensure ball location is complete, locking pin is in place, chain is connected and jockey wheel raised.</li> <li>Tail lights to be checked to ensure ail, brake and trafficator lights are functioning</li> <li>Tail light cord to be raised off ground when not in use</li> <li>Ensure brake cables are correctly adjusted</li> </ul>	Every Hire
Contact with Equipment resulting burns or electric shock	Participants Operators Spectators Staff	Severity of Risk (S) - 3 Likelihood of Risk (L) - 3 Overall Risk (S x L) = 9 HIGH	<ul> <li>Operators to ensure barrier erection and distant from work areas.</li> <li>Always shut down machine before carrying out any inspections or adjustments</li> <li>Always use earth stake supplied</li> </ul>	Every Hire
Leaking fuel causing fire or slipping hazard	Participants Operators Spectators Staff	Severity of Risk (S)- 3 Likelihood of Risk (L)-1 Overall Risk (S x L)= 3 LOW	<ul> <li>Operators to check machine daily for fuel and oil leaks around work area</li> <li>Unit to be turned off and cool before refuelling and ensure fuel cap is replaced firmly</li> <li>Fuel storage to be well clear of machine and any hot areas</li> <li>Ground to be checked for fuel spills and any spills rectified</li> <li>Firm footwear to be worn and care taken to prevent slips and trips</li> </ul>	Every Hire
Burns from contact with hot engine	Participants Operators Spectators Staff	Severity of Risk (S)- 3 Likelihood of Risk (L)- 2 Overall Risk (S x L)= 5 MEDIUM	<ul> <li>Operator checks to be vigilant</li> <li>Gloves to be worn when touching hot engine or making engine adjustments</li> <li>No loose clothing near engine fan.</li> </ul>	Every Hire
Noise	Participants Operators Spectators Staff	Severity of Risk (S)- 3 Likelihood of Risk (L)- 1 Overall Risk (S x L)= 3 MEDIUM	Operator checks to determine noise level     Operators and nearby persons must wear eye and hearing protection and protective clothing	Every Hire
Carbon Monoxide Poisoning	Participants Operators Spectators Staff	Severity of Risk (S)- 3 Likelihood of Risk (L)- 2 Overall Risk (S x L)= 6 MEDIUM	<ul> <li>Unit should always be operating outside and unit exhaust is not near any windows, doors or vents and is well clear of any work areas</li> <li>Operator to stop pump immediately if any distress is noted</li> </ul>	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

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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.