






The instructions recommended within this document apply to normal risk conditions. If the Porta Vibe 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 procedure for the Porta Vibe.

Safety risks:

- Noise
- Fire
- Vibration
- Manual Handling

WARNING: Do not wear loose fitted clothing or jewellery and ensure long hair is contained

**You must wear this personal protective equipment when doing this task:
Sun protection must be worn including sunscreen and a wide brim hat.**

Foot Protection	Hearing Protection	High Visibility	Eye Protection	Hand Protection
				

Pre-Operational Check:

- ✓ Locate and ensure you are familiar with all machine operations and controls.
- ✓ Ensure all guards are fitted, secure and functional. Do not operate if guards are missing or faulty.
- ✓ Check for any loose, broken, missing or damaged parts. Replace as needed.
- ✓ Identify ON/OFF switch and emergency stop button.
- ✓ Ensure all other employees are clear of the immediate work area.

Safe Operation:

1. Do not use in close proximity to other workers.
2. Check oil and fuel levels.
3. Turn engine switch to on position and choke lever closed position.
4. Pull the starter handle slowly until passing the compression point (resistance will be felt), then return the handle to its original position and pull swiftly.
5. When you start up the machine, listen for unusual noises or vibrations.
6. After 20 to 30 seconds of warm-up is completed, switch choke open.
7. Before filling with fuel check the porta vibe is sitting on firm ground.
8. Use approved fuel containers and funnels to reduce the risk of generating static electricity while decanting petrol.
9. While you're working, maintain a balanced position and keep a firm grip on the handles.
10. Always use two hands. Ensure you have a firm footing and are always ready to handle any reaction the tool may make.
11. Do not touch tool immediately after operation. It may be extremely hot.
12. Ensure good housekeeping practices are in place to minimize trips, slips and falls.
13. Never leave porta vibe running unattended.

Safe Operating Procedure Honda Porta Vibe

www.rapidhire.net.au

We are located at:

10 Kerryll Street, Kunda Park Qld 4556

Email: info@rapidhire.net.au

Phone: 07 5456 2664



Storage & Maintenance:

1. Turn off the fuel supply when work completed.
2. Allow tool to cool down before packing away.
3. Secure machine against movement when transporting.

Porta Vibe 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
Burns	Participants Operators Spectators Staff	Severity of Risk (S) – 3 Likelihood of Risk (L) – 1 Overall Risk (S x L) = 3 LOW	<ul style="list-style-type: none"> Operator to be trained in correct use of the Porta Vibe Tool to be used in compliance with manufacturer's instructions Ensure operator's hands and body parts are kept clear during operation and allow to cool down after use. Ensure appropriate guarding is installed and in good working order prior to use 	Each hire
Noise and Vibration	Participants Operators Spectators Staff	Severity of Risk (S) - 2 Likelihood of Risk (L) - 2 Overall Risk (S x L) = 4 MEDIUM	<ul style="list-style-type: none"> Ensure adequate PPE is worn (e.g. Gloves and hearing protection) Take regular breaks from continues operation Conduct periodic maintenance to ensure smoother operation and less vibration 	Each hire
Fire, Explosion	Participants Operators Spectators Staff	Severity of Risk (S) - 2 Likelihood of Risk (L) - 2 Overall Risk (S x L) = 4 MEDIUM	<ul style="list-style-type: none"> Ensure equipment is maintained and in good condition before use DO NOT USE FAULTY EQUIPMENT. REPORT IMMEDIATELY TO RAPID HIRE Use equipment as per manufacturers recommendations Always use appropriate care when handling petrol and re-fuel equipment in well ventilated area Do not use Porta Vibe in flammable atmosphere or near combustibile materials / substances Ensure no hidden hazards such as electric wiring, water pipes, gas pipes etc 	Each hire
Slips, Trips and falls	Participants Operators Spectators Staff	Severity of Risk (S) - 1 Likelihood of Risk (L) - 2 Overall Risk (S x L) = 3 LOW	<ul style="list-style-type: none"> Wear appropriate footwear Ensure appropriate cleaning and housekeeping practices are maintained to minimise the risk of slips, trips and falls 	Each 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.