

SAFE WORK PROCEDURES COMPACTOR (VIBRATING PLATE)



SPECIAL INSTRUCTIONS:

1. Only those persons who have been instructed in the correct and safe use of the machine are to operate a vibrating plate compactor.
2. Vibrating plate compactors should not be used for any other than their intended purpose.

Sequence	Identified hazards	Key processes to be followed	Precautions / PPE required
1. Pre-start checks	Fire Moving parts Fluid levels	Inspect units powered by internal combustion motors for evidence of fuel leaks, and physical damage to motor and components. Check operation of all controls, including emergency cut-out system. Check condition of shroud or guard, and ensure that it offers full protection from accidental contact with moving parts when unit is operating. Check oil level, and fill fuel and water tanks before starting machine.	Do not use faulty equipment. Guards must always be fitted. Refuel at safe distance from work.
2. Site safety	Unauthorised entry; traffic Slips, trips and falls	Barricade work area to exclude unauthorised persons, and provide safety of workers from passing traffic, vehicles, etc. Ensure that area where work is to be carried out is free from obstacles. Ensure that clear access is provided and maintained for equipment. Ensure that work area is sufficiently lit to allow persons to work safely.	Use approved barricades and warning signs for site security. Keep work area clear of obstacles.
3. Operational risks	Noise Moving parts Burns Asphyxiation Fire and explosion Over-exertion/strain injury	Monitor noise levels of internal combustion powered units when working in covered or enclosed areas. Keep hands and feet clear of moving parts of machine. Avoid contact with motor and exhaust on fuel-powered machines. Ensure that fuel tank cap is properly and securely fitted after refuelling. Ensure adequate ventilation and air movement when using petrol machines. Keep area around muffler clear of rags, leaves and rubbish which may burn. Turn engine off, and allow engine to cool before refuelling, and prohibit smoking in vicinity. Obtain assistance when lifting machine.	Wear hearing protection. Wear suitable foot protection. Refuel machine in ventilated area. Ensure fuel cap is secure on tank. No smoking or ignition sources. Keep machine clean. Observe correct handling procedures.
4. Use of compactor	Moving machinery Personal injury to others. Over-exertion/strain injury Objects being struck	Follow safe starting procedures at all times – turn fuel tap on; apply choke and open throttle slightly, pull start, and open choke slowly until engine is running smoothly. Do not leave machine unattended when running. Keep area clear of non-essential persons, children, animals, etc. Keep firm hold of handles to maintain effective control when operating. Ensure that secure footing is maintained at all times when operating. Ensure that handle is set to correct height to maintain optimum ergonomic body posture during operation. Be aware of, and keep clear of projections from surface being compacted.	Do not “rev” engine when starting. Allow engine to warm up before applying load. Do not attempt to use compactor one-handed. Wear hand protection to minimise vibration.

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5. Maintenance, cleaning and transport	<p>Moving parts</p> <p>Moving parts Foreign objects</p> <p>Over-exertion/strain injury Mechanical damage</p>	<p>Ensure that equipment is assembled and maintained in accordance with manufacturer's instructions.</p> <p>Ensure that machine cannot be operated before working on moving parts.</p> <p>Ensure that guards are in good condition and are correctly refitted before returning compactor to service.</p> <p>Plate may develop nicks, burrs and sharp edges from use.</p> <p>Exercise care to avoid eye injury when cleaning with high pressure cleaner.</p> <p>Obtain assistance to lift compactor or use mechanical means whenever available; lift only by marked lifting points.</p> <p>Drain water tank to reduce weight before manually lifting machine.</p> <p>Lift machine at supplied lifting points only.</p> <p>Clean machine after use to prevent build-up of clay or mud on plate.</p>	<p>Do not carry out unauthorised repairs. Remove lead or spark plug.</p> <p>Wear gloves when handling. Wear eye protection for cleaning. Observe correct lifting practices. Avoid contact with hot parts – allow machine to cool; wear hand protection. Wear eye protection.</p>

PRECAUTIONS:

The following precautions are to be observed in areas where these procedures are carried out.

