

SAFE WORK PROCEDURES POST HOLE AUGER



SPECIAL INSTRUCTIONS:

1. A licence for high risk work to operate earthmoving plant; however, operators should hold a verification of competency or statement of attainment issued by a RTO and be authorised to do so before they are to operate plant (Note: VOC is not required to operate mini-skid steer plant).
2. Always follow manufacturer's safe operating instructions when operating plant or machinery.

Sequence	Identified hazards	Key processes to be followed	Precautions / PPE required
1. Site safety	Traffic Injury to other persons Underground services Obstructions	Ensure that work area is safely separated from passing traffic, or that traffic control is used when working in close vicinity to traffic path. Ensure that area is clear of bystanders and others before operating auger. Locate and mark all underground services before commencing digging. Clear area of stones, branches, etc, and inspect area for tree roots.	See SWP Working on Roads for traffic safety guidance. Prevent unauthorised entry. Dial 1100 before you dig. Clear area before digging hole.
2. General precautions	Moving parts Working on slopes	Ensure that drives are disengaged and engine turned off before fitting or removing auger. Ensure that all driveline guards are correctly fitted before operating auger. Position machine with auger on uphill side when working on slopes.	Do not work or walk under a raised auger – always lower. Do not use without guards. Ensure that machine is stable.
3. Preparation	Falling objects Harmful contact Sharp edges	Prevent auger falling when fitting to or removing from drive head. Always use correct shear bolts or auger retaining bolts when fixing auger. Avoid contact with hydraulic fluid and lubricants when servicing or fitting. Avoid contact with sharp edges or burrs and nicks on cutting edges or flights	Obtain assistance with auger. Use only specified parts. Wear gloves when handling fluids or rough or sharp objects.
4. Operation	Moving parts / entanglement Flying objects / dust / noise	Always remain in operator's position when auger is being used. Stop machine before any person approaches auger for any purpose. Stop machine before using tool or implement to clear dirt from auger. Ensure that auger digs with spoil breaking up and being carried by flights. Stop machine and disconnect drive before attempting to free jammed auger. Appropriate protective clothing and equipment must be worn when machine is operating and auger is digging.	Keep clear of moving parts. Keep all persons away from auger. Never approach moving auger. Do not allow to screw into ground. Turn engine off to free auger. Wear eye, hearing, hand and foot protection as required.
5. Transport, cleaning and maintenance	Falling objects Sharp edges Harmful contact	Ensure that augers are properly secured before transporting machine. Avoid contact with sharp edges of cutters and flights when handling augers. Avoid contact with oils, grease and hydraulic fluid under pressure.	Observe correct handling practice. Wear hand and foot protection. Wear eye and hand protection.

PRECAUTIONS:

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

