

## SAFE WORK PROCEDURES TURF CUTTER



### SPECIAL INSTRUCTIONS:

1. Only those persons who have been trained in the safe use of and who are authorised to do so are to operate a tractor-mounted turf cutting machine.
2. Operating and maintenance instructions as provided by the manufacturer in their operator's manual are to be followed at all times.

Sequence	Identified hazards	Key processes to be followed	Precautions / PPE required
1. General precautions	Tractor operation Moving parts  Trips and falls	Tractor must be maintained and operated correctly at all times. All guards supplied by manufacturer must be fitted over moving parts Keep hands well clear of exposed moving parts such as conveyors, etc. Keep clear of front of machine when moving to avoid tripping on track rod. Driver only to ride on tractor – no passengers to be carried on machine.	See SWP <i>Tractors</i> . Do not wear loose clothing, jewellery, or long hair near moving parts.
2. Pre-start checks	Harmful exposure Loose parts  Hydraulic oil leak Controls	Check level of oil in hydraulic fluid tank before starting tractor engine. Inspect for loose parts, missing fasteners, and worn or broken components. Inspect connection of harvester to tractor and ensure that pins are secured. Check conveyor system, and adjust to remove excess slack in system. Inspect all drive belts for wear or damage and check for correct tension. Inspect hydraulic hoses for evidence of leaks, etc, and replace if faulty. Check operation of all controls, including lights, warning signals, etc. Check set up of machine to ensure correct cutting of sod to be harvested.	Wear <b>eye and hand protection</b> . Rectify faults before use.  Replace with correct belts only. Avoid contact with hydraulic oil – wear <b>eye and hand protection</b> .
3. Operation	Moving parts  Trips, slips and falls  Over-exertion/strain	Ensure that guards are in place over all drive belts, chains and cutters. Do not commence cutting until all persons are clear of machine. Ensure that working platform at unloading position is kept clean. Avoid “jerky” operation to minimise risk of persons falling from platform. Exercise care and obtain assistance when loading pallets of to forks.	Do not use without guards. Ensure area to be cut is clear. Clean dirt and mud off platform. Operate tractor in smooth manner. Observe correct lifting practices.
4. Cleaning and maintenance	Moving parts  Sharp edges	Engine must be turned off to adjust or rectify moving parts of harvester. Use correct spanners and tools to prevent damage and risk of tool slipping. Refer to manufacturer's manual for correct settings and adjustments. Avoid contact with sharp edges caused due to wear during operation. Avoid contact with sharp edge of cutter blade when replacing or adjusting. Keep machine clean to allow easy visual inspection for wear or damage. Remove built-up mud and dirt from cutter, rollers and conveyors.	Do not work on work on moving parts when motor is running.  Wear <b>cut-resistant gloves</b> when handling rough or sharp objects.

### PRECAUTIONS:

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

