

## Safe Work Practice (SWP)

Name of Task	
<b>Gas Powered Whipper Snipper</b>	
<b>Department/Unit:</b> Custodial and Maintenance	
<b>Personal Protective Equipment or other required equipment and safety considerations:</b> Eye Protection, CSA Approved Safety Footwear, work gloves and hearing protection. No loose clothing.	
<b>Hazards:</b> Exposure to moving parts with the potential to cause harm through entanglement, impact and cutting, ergonomics, noise, slips, trips and falls, fire, explosion, dust, and petrol fumes.	
<b>Required Training:</b>	Instructor completed demonstration of proper safety procedures.
<b>Steps to be taken to complete task safely:</b>	
1	<b>Pre-Operational Safety Checks:</b> <ul style="list-style-type: none"> <li>Ensure equipment is free of any signs of wear or damage.</li> <li>Check guards ensuring they are in working order.</li> <li>Check work area to prevent slips and falls.</li> <li>Wear proper protective equipment.</li> <li>Refuel away from any possible source of ignition.</li> <li>Always turn off before replacing line.</li> </ul>
2	Keep hands, feet and loose clothing away from all moving parts.
3	<b>Prohibited Activities:</b> <ul style="list-style-type: none"> <li>Do not overreach.</li> <li>Do not leave running whipper snipper unattended.</li> </ul>
4	Ensure proper footing balance.
5	Ensure moving parts have come to a complete stop before performing any maintenance or cleaning.
6	Ensure motor is stopped and allowed to cool before refueling.
7	Refuel only in a well-ventilated area away from possible ignition sources.
8	<b>Post-Operational Safety Checks:</b> <ul style="list-style-type: none"> <li>Ensure equipment is cleaned and returned to storage area after use.</li> </ul>
<b><i>If an emergency situation occurs while conducting this task, or there is an equipment malfunction, shut the equipment off immediately and follow the lock out procedure. Report any hazardous situation to your instructor/supervisor immediately.</i></b>	
<b>Responsibilities, Completion and Review</b>	
<i>Management and workers to ensure all duties performed in accordance to training, established health and safety regulations/guidelines, policies and procedures (e.g. utilizing personal, protective equipment as per SAFE Work Procedures). Notify Manager or designates (i.e. supervisors) of all occurrences, injuries illnesses or safety and health concerns which are likely to harm themselves, co-workers, or any others who enter the premises.</i>	
<b>Completed by and Date:</b>	<b>Approved by:</b>
<b>Last Reviewed/Revised by and Date:</b>	<b>Note:</b> This task will be monitored periodically to ensure compliance and effectiveness.