

FLOOR SAW 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 Action Needs To Be Taken? (What needs to be considered so that the risks are identified and effectively controlled)	Time Frame
Operating Risks	Operator Spectators	Risk Level (R)= 2 Risk Likelihood (L)= 2 Overall Risk (RL)= 4 MEDIUM	<p>BEFORE USE</p> <ul style="list-style-type: none"> • Operator must know how to operate the machine • Know how to switch of machine in an emergency • Ensure there is no damage to machine or control devices • Ensure blade & flanges are clean before assembling • Guard to cover at least half of the blade • Do not use a blade that has been overheated • Make sure no other persons are near the machine • Work area should be barricaded • Always check for buried services before cutting • Hearing protection, gloves, safety glasses, safety footwear and Hi-Vis shirt to be worn Keep away from blade path <p>DURING USE</p> <ul style="list-style-type: none"> • Ensure blade is clear of cutting surface before starting engine • Lower rotating blade slowly and use both hands at all times • Use both hands when machine is operating • Do not go near a rotating blade • Machine not to be left unattended when still running • Ensure there is adequate water to the blade • Do not jam, wedge or twist blade while cutting • Do not cut more than 2.5cm for each pass when dry cutting <p>AFTER USE</p> <ul style="list-style-type: none"> • Switch off machine • Clean machine 	Every hire
Transporting unit	Operator Spectator	Risk Level (R)= 2 Risk Likelihood (L)= 1 Overall Risk (RL)= 3 LOW	<ul style="list-style-type: none"> • Machine to be lifted at provided lift point only • Machine to be firmly tied down in the upright position • Do not tow this machine behind a vehicle 	Every hire
Burns & injuries	Operator Spectator	Risk Level (R)= 2 Risk Likelihood (L)= 1 Overall Risk (RL)= 4 LOW	<ul style="list-style-type: none"> • Operator or other persons to avoid hot engine • Operate in barricaded area to reduce risk to other persons • Allow blade to cool before handling 	Every hire

Explosion or Fire when refueling	Operator	Risk Level (R)= 2 Risk Likelihood (L)= 2 Overall Risk (RL)= 4 MEDIUM	<ul style="list-style-type: none"> • Check for fuel leaks and replace fuel cap firmly after filling • Machine to be switched off before re-fueling • Avoid spillage especially onto hot engine parts • Do not operate within 3 metres of flammable materials or fluids 	Every hire
Unit tipping or roll over	Operator Spectators	Risk Level (R)= 2 Risk Likelihood (L)= 2 Overall Risk (RL)= 4 MEDIUM	<ul style="list-style-type: none"> • Do not operate across excessive slopes • Extreme care to be taken when operating near excavations or pits 	Every hire
Slips, trips and falls	Operator Spectators	Risk Level (R)= 2 Risk Likelihood (L)= 2 Overall Risk (RL)= 4 MEDIUM	<ul style="list-style-type: none"> • Wear safety footwear • Remove obstacles from operating area • Use extreme care in wet conditions • Do not walk backwards with the machine 	Every hire
Noise, fumes and dust	Operator Spectators	Risk Level (R)= 2 Risk Likelihood (L)= 2 Overall Risk (RL)= 4 MEDIUM	<ul style="list-style-type: none"> • Wear hearing protection • Do not use in enclosed work spaces without fume protection • Wear dust mask if dust is created 	Every 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.

The instructions recommended within this document apply to normal risk conditions.
If the Floor Saw 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 Floor Saw

GENERAL SAFETY

- **CHECK THAT THERE ARE NO UNDERGROUND SERVICES IN THE CUTTING ZONE.**
- Wear safety footwear, safety gloves, hearing protection, eye protection and Hi-Vis jacket)
- The Floor Saw can only be operated if it is a safe and sound operating condition and by a competent operator.
- Work sites on roads must be separated from normal traffic flow
- Floor Saw activity must remain in a barricaded area at all times unless traffic flow is stopped to allow access in or out of the work area.
- Ensure that saw blade and flanges are clean
- Do not use a blade that shows signs of over-heating
- Avoid operating across severe slopes
- Work area should be barricaded
- Do not operate within 3 metres of any flammable material or liquid
- Ensure adequate fresh air is available if operating in an enclosed area or wear appropriate fume & dust protection
- Ensure there is no damage to machine, controls and blade before starting

TRANSPORT OF FLOOR SAW

- Lift unit using lifting bar
- Ensure unit is firmly tied down on transport vehicle without damaging engine and fittings
- Do not tow the machine behind a vehicle

OPERATING CONDITIONS

- Check fuel and oil levels
- Check for fuel and oil leaks. **DO NOT OPERATE UNIT IF LEAKS ARE FOUND**
- Take extreme care of wet operating area
- Know how to switch machine off in an emergency
- Turn on fuel valve
- Ensure blade is not in contact with surface to be cut before starting
- Make sure there is enough water to the blade
- Pull cord to start
- Operate hand throttle
- Bring revs to operating speed
- Line up cut with cutting guide wheel
- Lower blade slowly and only cut 2½ cm deep for each pass in dry conditions
- **USE BOTH HANDS AT ALL TIMES**
- **NEVER LEAVE MACHINE RUNNING WHILE UNATTENDED**
- **DON'T GO NEAR BLADE WHEN ROTATING**
- Always cut in a straight line and don't jam, wedge or twist the blade

SHUT DOWN PROCEDURE

- Press stop button
- Turn off fuel valve
- Move hand throttle back to start position when engine has stopped
- Clean machine

INSPECTION AND MAINTENANCE

- Inspect fuel lines and tank for leaks.
- Ensure fuel valve, choke and throttle functioning.
- Check blade for damage

The above instructions must be followed at all times
If any of the instructions are not possible, contact the site supervisor
for an assessment of any safety requirements