

Work Safe With Zero Injuries

STANDARD WORK PROCEDURES USE OF ADJUSTABLE WRENCH (SHIFTING SPANNER) SWP - 01



Yellow Footed Rock Wallaby Preservation Association Inc
PO Box 376, Campbelltown SA 5074

HISTORY WITH A FUTURE

Protective Equipment	Stages Action - Brief description of what to do in the right order	Hazards Applicable to each stage	Key Points How to do it - identify equipment, safety, quality and performance requirements	Protective Equipment Required
2 MUST BE WORN	MAINTENANCE CHECKS (BEFORE USE)	STRAINS ABRASIONS CUTS	Inspect tool for damage, strains of wear. Note: Any faults, attach "Out of Service Tag" and report it to Infrastructure Manager.	2 3 11 12
	USING ADJUSTABLE WRENCH	STRAINS ABRASIONS CUTS	Conduct Work Safe Check. Warm body by performing warm up and stretching exercises. When using for prolonged time periods, or awkward positions have frequent rest breaks or rotate workers. Use a wrench that is the right size and type for the job. Never use a piece of pipe on the handle to gain leverage or strike with hammer. Keep jaws clean. Place the wrench so that the pull on the jaws are firm against nut, fits snug and check frequently. Assume a comfortable and stable position before pulling against wrench. Note: Any faults, attach "Out of Service Tag" and report it to Infrastructure Manager.	2 3 4 11 12
3 MUST BE WORN				
4 MUST BE WORN				
11 MUST BE WORN				
12 MUST BE WORN	AFTER USE CARE		Once task has been completed store in safe area.	

Authorizing Officer _____ Sign _____ Date _____ Review Date 19/03/2018