



**SWP - 07**


**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
1		MAINTENANCE CHECKS (BEFORE USE)	STRAIN CUTS ABRASIONS	Before doing any checks, ensure motor is on level or near level ground. Check fuel and engine oil levels, and fill as necessary. Check that all spark plug lead/s are connected firmly to the top of the spark plugs. Check motor for fluid leaks and its general condition. <b>Note:</b> Any faults, attach "Out of Service Tag" and report it to Infrastructure Manager.	1
2					2
3		TO START MOTOR	STRAINS CUTS ABRASIONS NOISE	<b>Fuel Tap:</b> If fitted with a fuel tap, turn it to the "ON" position. <b>On/Off Switch:</b> Turn the on/off switch to the "ON" position. <b>Motor Stop Tag:</b> If the motor has no on/off switch, but has a motor shorting out tab ensure it is not touching the top of the spark plug. <b>Choke:</b> Each motor has its own-characteristic manner when it comes to too much choke or not enough- So experience will tell. <b>Push Starter Button:</b> Push the starter button, start motor. <b>Pull Starter Cord:</b> Pull the starter cord to start motor. <b>Keystart:</b> If fitted with electric key start turn the key to the "On" or Start" position. <b>Choke:</b> After motor has warmed and before using push the lever to the "OFF" position.	3
4					4
5					5
11					11
					12



**SWP - 07**

**HISTORY WITH A FUTURE**

Protective Equipment	Stages Action - Brief description of what to do 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
12 	PROBLEM STARTING	STRAINS CUTS ABRASIONS NOISE	If the motor will not start even after choke adjustment and pull start or key start, attach "Out of Service Tag" and report it to Infrastructure Manager.	2 3 4 5 11 12
	SWITCHING MOTOR OFF	STRAINS CUTS ABRASIONS NOISE	To switch motor off turn the on/off switch to the "OFF" position. If not fitted with on/off switch then push the metal tab onto the top of the spark plug. For keystack turn the key to the "OFF" position	2 3 4 5 11 12
	REFUELLING	STRAINS CUTS ABRASIONS	Switch motor off, and allow to cool before refuelling. Do not smoke or have naked flames exposed within 20 metres of refuelling point. Endeavour to prevent water from entering the fuel tank during wet weather. <b>Note:</b> Avoid over filling.	2 3 4 11 12
	AFTER USE CARE	STRAINS CUTS ABRASIONS	<b>Note:</b> Any faults, attach "Out of Service Tag" and report it to Infrastructure Manager.  Once task has been completed store in safe area.	

Authorizing Officer \_\_\_\_\_ Sign \_\_\_\_\_ Date \_\_\_\_\_ Review Date 19/03/2018