

Safe Work Procedure		Power Sweeper (Manual)																																					
Department / Area: Physical Plant Services	Approved By: Regional Manager of Physical Plant Services	Date Created: September 5 2014	Review Date: Revised date:																																				
Potential Hazards: Fill in those that apply <table border="0"> <tr> <td>H</td> <td>M</td> <td>L</td> <td>Risk for Injury</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Rotating brush, debris thrown from brush</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Combustibles / flammables – gas, oil</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Forceful exertions – uneven terrain</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Noise</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Vibration – hand, arm – increases with time</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Surfaces causing slips / falls</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Extreme heat / cold</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Dust / Debris</td> </tr> </table>		H	M	L	Risk for Injury	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rotating brush, debris thrown from brush	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Combustibles / flammables – gas, oil	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Forceful exertions – uneven terrain	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Noise	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Vibration – hand, arm – increases with time	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Surfaces causing slips / falls	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Extreme heat / cold	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dust / Debris	Personal protective equipment / devices required / other safety considerations: <ul style="list-style-type: none"> ➤ Appropriate seasonal clothing and footwear ➤ Hearing Protection ➤ Respirator (minimum requirement; N95), if dusty conditions ➤ No electronic devices when operating sweeper ➤ Safety Glasses 	
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		Training / Reference Information: <ul style="list-style-type: none"> ➤ Department Orientation ➤ Operator's Manual 																																					
<p>Note: Signs and symptoms of a musculoskeletal injury (MSI) can include pain, burning, swelling, stiffness, numbness/tingling, and/or loss of movement or strength in a body part. Report these to your supervisor.</p>																																							
<p>Employers must ensure that workers are trained and follow this safe work procedure.</p> <p>Steps to perform this task safely:</p> <ul style="list-style-type: none"> ➤ Read Operator's Manual. ➤ Ensure all shields and guards are in place and working properly. ➤ Avoid unnecessary engine idling in enclosed spaces such as sheds or garages. ➤ Avoid sweeping areas close to where people are present. ➤ Make best efforts to clear the area to be swept of any debris which could be thrown from the brush. ➤ Watch for hidden hazards such as branches, holes, and drain pipes. Use caution around low hanging branches and shrubs. ➤ Only reach under / into the machine when it is turned off and brush has stopped turning. ➤ Do not touch hot parts or spray cold water on a hot engine. ➤ Do not refuel while the engine is running. ➤ Do not leave a running sweeper unattended. ➤ Refuel in a well ventilated, level area and allow engine to cool at least 10 minutes or as per Operating Manual prior to refueling. 																																							