**(Example Safe System of Work)**

**SAFE SYSTEM OF WORK - GARDENING OPERATIONS - GRASSCUTTING**

# Prior to work commencement

1. Must have suitable PPE for the task in hand
2. Must have appropriate tools and equipment in good condition.
3. Consider risks and hazards in proposed work area, eg broken glass etc.
4. Ensure familiarity with method statement for equipment and proposed work site.
5. Ensure that machinery is in good repair and working order.

# Hazards

1. Ejection of debris from machinery while cutting.
2. Handling of sharp items of litter and items with biohazard risks.
3. Slips and trips due to uneven or slippery ground.
4. Manual handling of equipment.
5. Contact with moving parts of machinery.
6. Contact with fuel and oils and plant materials.
7. Noise from machinery operations.
8. Repetitive strain injuries from strimming and hover mowing.
9. Exposure due to weather conditions.

# Harm

1. Minor cuts, fractures, amputations to fatality, eye injuries, infection, skin infection.
2. Allergic reactions to plants, hypothermia, heatstroke, sunburn, muscle strain.

# Persons at risk

1. Operatives
2. Other persons in the vicinity of the work area, e.g. passers-by.

# Control measures

1. Ensure that working area cleared of debris before starting mowing operations. Always adhere to procedure for handling hazardous litter
2. Ensure guards on machinery in place and effective for protection.
3. Always wear protective clothing and PPE.
4. Take extra care on uneven and/or sloping ground.
5. Use appropriate lifting and moving skills for moving equipment and machinery
6. Always ensure that machinery is not moving and safe before attempting any adjustment or clearing of moving parts.
7. Minimise exposure to fuel, oil and plant juices. Clean hands as often as possible. Use gloves and barrier cream for protection..
8. Always use hearing protection when machinery in operation.
9. Use good technique when mowing. Take hourly breaks of 5 minutes to allow muscles to rest. 10. Take account of weather conditions, wear appropriate clothing and take warm drinks in cold weather, cover up or apply sun block to prevent sunburn.

# On completion

1. Inspect area covered to see if any hazards remaining to self and others
2. Transport grass clippings etc to appropriate disposal point.
3. Clean machines. Arrange transport for tools and machinery to secure storage area.
4. Transport rubbish bags etc to appropriate disposal site.
5. Report completion to supervisor. Wash hands, arms etc thoroughly. Carry out personal inspection for cuts etc.