

OPERATIONS & SAFETY MANUAL

EFFECTIVE: 01/03/2005

WALSH & FORD

----- Established 1949 -----
BULK HANDLING SPECIALISTS

MANURE SPREADER

REPLACES VERSION 1996

ERIC WALSH INVESTMENTS PTY. LTD.
For THE ERIC WALSH FAMILY TRUST.

FACTORY / OFFICE
4 DAN STREET
P.O. BOX 272
DALBY, QUEENSLAND. 4405
AUSTRALIA

FACTORY PHONE NUMBERS

(07) 46626174
(07) 46626110

FACTORY FAX NUMBER

(07) 46622435

A/HRS SALES - MOBILE NUMBER

0412836938

WALSH & FORD E-MAIL ADDRESS

admin@walshandford.com.au

WALSH & FORD WEBSITE

www.walshandford.com.au

TABLE OF CONTENTS

1. INTRODUCTION/ SIGN OFF FORM.
2. SAFETY.
3. ASSEMBLY.
4. TRANSPORT.
5. SET UP OF UNIT FOR WORK.
6. OPERATION.
7. MAINTENANCE AND STORAGE/ MAINTENANCE SHED.
8. WARRANTY.
9. JOB SAFETY AND ENVIRONMENTAL ANALYSIS WORKSHEET.
10. PARTS.
11. OWNER CONFIRMATION

1. INTRODUCTION

TO THE CUSTOMER,
IN THIS BRIEF INTRODUCTION TO YOUR NEW **WALSH & FORD** PRODUCT, WE WOULD LIKE TO ACKNOWLEDGE SAFETY AS YOUR NUMBER ONE PRIORITY IN THE USE OF ANY AGRICULTURAL PRODUCT WHETHER IT BE **WALSH & FORD** OR ANY OTHER SUPPLIER.

TAKE NOTE OF ANY RECOMMENDATIONS WE ADVISE IN THE SAFE USE OF ANY EQUIPMENT, AND PLEASE INDUCT ANY WORKERS / CONTRACTORS OF THEIR RESPONSIBILITY AND SAFETY IN THE USE OF THIS UNIT. ENSURE THAT THEY SIGN OFF AS A MATTER OF RECORD IN THIS BOOKLET.

BE SAFE, THINK SAFE AND CARE FOR YOUR WORKERS.

PETER WALSH

SERIAL NUMBER OF UNIT

THIS DOCUMENT HAS BEEN SENT TO YOU BY DELIVERY CONFIRMATION (AUSTRALIA POST). WE REQUEST YOU ACKNOWLEDGE THIS BY RETURNING THE PRE-PAID ENVELOPE WITH THE SIGNED ACKNOWLEDGMENT FORM. FAILURE TO DO SO WILL RESULT IN ALL LIABILITY ONUS UPON YOU , AND NIL WARRANTY ON PRODUCT.

WE AIM TO CONFORM TO THE AUSTRALIAN STANDARDS :-

AS/NZS	1554.1.2004	STRUCTURAL STEEL WELDING
AS	4024.1-1996	SAFEGUARDING OF MACHINERY
AS	1121-1983	GUARDS FOR AGRICULTURAL PTO DRIVES
AS	1755-2000	CONVEYORS SAFETY REQUIREMENTS

2. SAFETY – MANURE SPREADER

- KEY POINTS -
- A. SAFETY COMES FIRST.
 - B. SAFETY OF OTHERS IS IMPERATIVE.
 - C. IT IS YOUR RESPONSIBILITY TO KNOW THE OPERATIONAL REQUIREMENTS OF THE UNIT AND TO ADVISE OTHERS IN YOUR CARE.
 - D. IT WILL BE CONSIDERED AS MISUSE OF THE EQUIPMENT IF YOU, THE OPERATOR, ARE UNFAMILIAR WITH THE SAFETY OPERATION AND ITS ORIGINAL INTENTION.

2.1 MANURE SPREADERS

- 2.11 FAILURE TO READ THESE INSTRUCTIONS AND FAILURE TO ACKNOWLEDGE THEM IS CONSIDERED AS MISUSE OF THE PRODUCT.
- 2.2 DO NOT OPERATE UNIT WITHOUT SAFETY GUARDS ATTACHED OR OPEN.
- 2.3 DO NOT REMOVE ANY PROTECTIVE MEASURES FOR ANY REASON.
- 2.4 KEEP PEOPLE WHO ARE NOT INDUCTED IN THE USE AND SAFETY MEASURES AWAY FROM THE UNIT AT ALL TIMES BY A MINIMUM PHYSICAL DISTANCE EQUAL TO THE SIZE OF THE MACHINE. CHILDREN AT ALL TIMES ARE NOT ALLOWED IN THE VICINITY AS DESCRIBED ABOVE. UPON ENGAGEMENT OF MACHINES USE A LIGHT AT THE REAR OF UNIT WILL ACTIVATE TO ALERT PEOPLE TO THE IMMEDIATE START OF USE OF UNIT, PHYSICAL DISTANCE WILL THEN BE AT LEAST 30 METRES IN ALL DIRECTIONS FROM MACHINE.
- 2.5 ENSURE BODY / LIMBS / HANDS / FEET / CLOTHING ARE CLEAR OF ANY DRIVE LINE AT ANY TIME.
- 2.6 KEEP WELL CLEAR OF OVERHEAD ELECTRICAL HAZARDS AND POLES.
- 2.7 KEEP TYRE PRESSURES AT CORRECTLY INFLATED LEVELS (CHECK WITH LOCAL TYRE DEALERS IN YOUR AREA FOR INFLATION LEVELS RELATED TO YOUR CONDITIONS).
- 2.8 ENSURE DRIVE LINE SYSTEMS HAVE DRIVE LINE SHIELDS WHICH TURN FREELY ON DRIVE LINES.
- 2.9 ENSURE DRIVE LINE SHIELDS ARE IN PLACE AT ALL TIMES.
- 2.10 DO NOT OPERATE MACHINE WITHOUT DRIVE LINES SECURED TO MACHINE AND DRIVE UNIT.
- 2.11 DO NOT MODIFY ANY PROTECTIVE MEASURES.
- 2.12 DO NOT ATTEMPT TO EXIT DRIVE UNIT CABIN FOR ANY REASON WHILST MACHINE IS IN DRIVE AND COUPLED.
- 2.13 DO NOT CLIMB UPON BIN WHILST ATTACHED TO A DRIVE UNIT (TRACTOR).
- 2.14 DO NOT ENTER BIN WITHOUT DISENGAGING FROM TRACTOR.
- 2.15 ENSURE SAFETY HARNESS IS USED IN STEP 2.14 AND CONFINED SPACE PERMIT IS ISSUED.

2. SAFETY – MANURE SPREADER (cont)

- 2.16 KEEP CLEAR OF BIN/TRUCK BY A MINIMUM PHYSICAL DISTANCE EQUAL TO THE SIZE OF THE UNIT ONCE COUPLED.
- 2.17 DO NOT CLEAN, ADJUST, LUBRICATE THE UNIT WHILST IT IS RUNNING OR MOVING.
- 2.18 DO NOT REACH UNDER UNIT WHILST IT IS IN OPERATION.
- 2.19 SELECTION OF TRACTOR SIZE IS IMPORTANT TO THE CHARACTERISTICS AND PERFORMANCE OF 1. TOWING AND 2. PERFORMANCE POWER. CHECK WITH YOUR SUPPLIER OF POWER UNIT (TRACTOR) TO CONFIRM IT'S ABILITY TO BE ABLE TO TOW UNIT AND CHECK WITH WALSH & FORD FOR TRACTOR HP TO ASSESS IT'S ABILITY TO POWER UNIT.
- 2.20 THE NATURE OF THE UNIT IS TO DEPOSIT PRODUCT MANURE OVER A LARGE AREA VIA SLINGING THE PRODUCT. AT ALL STAGES THE SAFETY OF THE GENERAL PUBLIC AND FELLOW CO-WORKERS MUST BE CONSIDERED. ENSURE J.S.E.A. IS FORMULATED AS TO PROTECT YOU AND YOUR CO-WORKERS AND THE PUBLIC.

3. ASSEMBLY – MANURE SPREADER

- KEY POINTS -
- A. SAFETY COMES FIRST.
 - B. THE AGENT OR DEALER IS RESPONSIBLE FOR COMMISSION/ASSEMBLY
 - C. **WALSH & FORD** CAN ASSEMBLE AND COMMISSION IF REQUIRED (COSTS WILL OCCUR)

3.1 MANURE SPREADER

- 3.1.1 MACHINES ARE FACTORY RUN FOR DRIVE PERFORMANCE AND HYDRAULIC FUNCTIONS AND THEREFORE ARE FACTORY SET.
- 3.1.2 CONTROL VIA 12V OR 24V MAY REQUIRE LOCAL AUTO ELECTRICIAN FOR ASSISTANCE TO HOOK UP INTO YOUR TRACTOR.
- 3.1.3 TRACTOR DRIVE FROM IT'S P.T.O. TO UNIT WILL REQUIRE SHORTENING. ENSURE SHIELDS ARE REPLACED AFTER MODIFICATION.
- 3.1.4 ACTIVATE CONTROLS THAT ACTIVATE REAR DOOR CHAIN FLOOR AND SPINNERS. ENSURE YOU ARE FAMILIAR WITH PROCESS I.E. SPINNERS, FIRST FLOOR, SECOND DOORS, THIRD.
- 3.1.5 FINE TUNE OF SPINNER SPEED AND FLOOR WALKING SPEED ARE SET ON FLOW DIVIDERS ON MACHINE NOTE, CHANGE SEATING ONLY WHEN MACHINE IS NOT RUNNING AND UNCOUPLED.

4. TRANSPORT - MANURE SPREADER

- KEY POINTS -
- A. SAFETY COMES FIRST.
 - B. KNOW YOUR STATE'S TRANSPORT REQUIREMENTS.
 - C. BE AWARE OF ELECTRICAL HAZARDS.
 - D. USE APPROPRIATE TRANSPORT AS REQUIRED I.E. DISMANTLE UNIT FOR TRANSPORT IF UNIT DOES NOT CONFORM TO STATE REQUIREMENTS.

- 4.1 TOWING BY ROAD – ENSURE PIN IS SOUND FOR JOB I.E. DIAMETER OF TONGUE HOLE AND ENSURE CHAINS ARE USED.
- 4.2 ON FIELD AS ABOVE.
- 4.3 HIGHWAY TRANSPORT – IF OVERSIZED ENSURE APPROPRIATE FLAGS IN ALL CORNERS OF BIN OVERSIZE SIGN AND FLASHING LIGHTS ARE IN PLACE. AS PER STATE REQUIREMENTS.
- 4.4 TOW ONLY AT SPEEDS ALLOWED AS PER STATE REQUIREMENTS, LOWER SPEEDS IF ROAD CONDITIONS DETERIOATE.
- 4.5 ENSURE YOU USE A PILOT VEHICLE IF EXCESS DIMENSIONS PREVAIL.
- 4.6 BE ALERT FOR OVERHEAD CABLES.

5. SET UP UNIT FOR WORK – MANURE SPREADER

- KEY POINTS** -
- A. SAFETY COMES FIRST.
 - B. KNOW THE AREA AND CONDITIONS THAT YOU ARE GOING TO WORK IN.
 - C. FORMULATE AND DOCUMENT JOB SAFETY AND ENVIRONMENTAL ANALYSIS WORKSHEET FOR UNIT'S INTENDED USE.

5.1 MANURE SPREADER

- 5.2 CLEAR AREA OF UNAUTHORIZED PEOPLE
- 5.3 ATTACH PULL TO TRACTOR, LIFT JACK.
- 5.4 CONNECT HOSES.
- 5.5 CONNECT P.T.O. ENSURING ALL GUARDS ARE FITTED AND P.T.O. SHIELDS MOVE FREELY.
- 5.6 INSPECT UNIT TO ENSURE ALL GUARDS ARE IN PLACE AND FIRMLY SECURE.
- 5.7 CHECK TYRES FOR CONDITION, FOREIGN OBJECTS AND GENERAL CONDITION.
- 5.8 AGAIN CHECK AREA FOR UNAUTHORIZED PEOPLE.
- 5.9 START TRACTOR AND REMAIN IN TRACTOR.
- 5.10 PERFORM SYSTEM CHECK
 - 1. ENGAGE, SPINNERS, DISENGAGE.
 - 2. ENGAGE, FLOOR, DISENGAGE.
 - 3. ACTIVATE DOORS, CLOSE DOORS.
- 5.11 IF ANY CHECKS REQUIRE MAINTENANCE WORK, TURN OFF TRACTOR, DISENGAGE P.T.O. DISABLE TRACTOR IGNITION, ENGAGE HAND BRAKE AND ONLY THEN PERFORM SERVICE.
- 5.12 PERFORM SYSTEM CHECK, REPEAT 5.11 IF REQUIRED.
- 5.13 UNIT IS READY TO RECEIVE PRODUCT.
- 5.14 BEFORE ANY USE CHECK TYRE PRESSURE AND INFLATE TO PRESSURE ADVISED BY LOCAL TYRE DEALER SUITABLE TO YOUR AREA/DISTRICT.
- 5.15 DO NOT USE UNIT FOR ANY OTHER PURPOSE THAN IT'S INTENDED USE.

6. OPERATION

- KEY POINTS** -
- A. SAFETY COMES FIRST.
 - B. BE AWARE OF OPERATIONAL CHECK

6.1 MANURE SPREADER

- 6.1 POSITION UNIT FOR RECEIVAL FROM FRONT END LOADER UNIT IN DIRECTION OF STRAIGHT LINE RUN.
- 6.2 LOAD UNIT GENTLY SO AS NOT TO COMPACT THE PRODUCT.
- 6.3 ENSURE LOAD IS EVENLY SPACED OVER ENTIRE BIN.
- 6.4 ENSURE AREA IS CLEAR OF PERSONNEL/PUBLIC BEFORE MOVING OFF.
- 6.5 LOADS SHOULD BE APPROPRIATE TO THE DISTANCE OF DISPERSION I.E. ON RETURN UNIT SHOULD RUN OUT AS IT APPROACHES LOAD ZONE, SO AS TO MINIMISE RUN TIME EMPTY.
- 6.6 MOVE THE UNIT AT SPEEDS APPROPRIATE TO CONDITIONS AND BELONG MAXIMUM TYRE PRESSURE LEVEL LOAD RATING (CHECK WITH LOCAL TYRE DEALER FOR RATING).
- 6.7 MOVE OFF AT SET SPEED, ACTIVATE SPINNERS, OPEN DOORS, ACTIVATE FLOOR NOTE. TAKE CARE TO BE AT LEAST 30 METRES OF ANY OBJECT FOR STRIKE FACTOR.
- 6.8 RETURN LEG OF USE THE UNIT SHOULD BE HALF FULL.
- 6.9 ON RE-APPROACH, ENSURE SYSTEM DEACTIVATES FLOOR FIRST DOORS, CLOSED AND SPINNERS DEACTIVATE.
- 6.10 LINE UP FOR NEXT RUN.
- 6.11 SHUT DOWN FOR DELIVERY OF PRODUCT INTO UNIT.
- 6.12 DO VISUAL CHECK OF MACHINE BEFORE NEW LOAD.

7. HYDRAULICS

KEY POINTS -

- A. REFER TO MSAS FOR OIL INFORMATION**
- B. ENSURE THAT ANY OIL DISCHARGE IS CONTAINED AT SERVICES OF UNCOUPLING HOSES.**

- 7.1 ENSURE BREAKAWAYS ARE ENGAGED PROPERLY.
- 7.2 DO NOT ATTEMPT TO CHANGE/MODIFY SERVICE HOSES WHILE MACHINE IS IN OPERATION.
- 7.3 DO NOT ATTEMPT TO CHANGE FACTORY SET RELIEFS AS THIS WILL VOID WARRANTY.

FOR SYSTEM DIAGRAM – QUOTE UNIT SERIAL NO. PLUS OWNERS NAMES AND NO DISCLOSURE WILL OCCUR WITHOUT CONFIRMATION OF DETAILS.

FOR ELECTRICAL OVER HYDRAULIC – DO NOT ATTEMPT TO CHANGE ANY RELIEF OR SETTINGS – ANY ATTEMPT WILL VOID WARRANTY.

8. MAINTENANCE

KEY POINTS -

- A. AUTHORIZED PERSONNEL ONLY TO PERFORM MAINTENANCE.
- B. ENSURE LOCK OUT PROCEDURES ARE IN PLACE,
- C. IF MAINTENANCE REQUIRES GUARDS TO BE REMOVED, ENSURE THEY ARE REPLACED BACK ONTO MACHINERY AT END OF SERVICE.
- D. DO NOT ATTEMPT TO ENTER BIN WITHOUT BACK UP PERSONNEL AND MEANS BY WHICH TO REMOVE A PERSON.
- E. ENSURE CONFINED SPACE PERMIT IS ISSUED AND OTHER STAFF ARE NOTIFIED OF YOUR INTENT.
- F. UNIT IS TO BE IN A STAND ALONE SITUATION BEFORE ANY ATTEMPT TO SERVICE (NOT CONNECTED TO OR P.T.O. TO UNIT DISENGAGED).

8.1 MANURE SPREADER

- 8.1 CHECK CONDITION OF SLATS FOR ROCK DAMAGE AND REPAIR.
- 8.2 CHECK SPINNER, ADJUSTABLE BATS FOR ROCK DAMAGE AND REPAIR, REPLACE.
- 8.3 VISUALLY INSPECT BEARING HOUSINGS FOR LABRINYTH GREASE EXITING.
- 8.4 CHECK TYRE CONDITIONS, NOTING ANY FOREIGN OBJECT I.E. STAKES. REPLACE/REPLACE IMMEDIATELY.
- 8.5 CHECK GREASE CANISTER FOR LEVEL AND TOP UP APPROPRIATELY.
- 8.6 CHECK UNDERCARRIAGE/CHASSIS FOR ANY WEAR & TEAR.
- 8.7 MONITOR HYDRAULIC FLUID LEVELS VIA SIGHT GUAGE.
- 8.8 CHECK DRIVE LINE SHIELDS.
- 8.9 CHECK CHAIN IN FLOOR CONDITION.
- 8.10 ENSURE LIGHT WORKS (FLASHING).
- 8.11 REMOVE EXCESS BUILD UP IF SPREADING WET PRODUCT.
- 8.12 REPAIR ANY DAMAGE TO INTERNAL PAINT WORK QUICKLY AND ENSURE THE AREA IS CLEANED BACK TO BARE METAL WITH NO RUST.

MAINTENANCE SIGN OFF FORM

PERIOD	AGENT	OWNER	WALSH & FORD	SIGNATURE
6 MONTHS				
12 MONTHS				
18 MONTHS				
24 MONTHS				
30 MONTHS				
36 MONTHS				
42 MONTHS				
48 MONTHS				
54 MONTHS				
60 MONTHS				
66 MONTHS				
72 MONTHS				
78 MONTHS				
84 MONTHS				
90 MONTHS				
96 MONTHS				
102 MONTHS				
108 MONTHS				
114 MONTHS				
120 MONTHS				
126 MONTHS				
132 MONTHS				
138 MONTHS				
142 MONTHS				
148 MONTHS				

MAINTENANCE SIGN OFF FORM

154 MONTHS				
160 MONTHS				
166 MONTHS				
172 MONTHS				
178 MONTHS				
184 MONTHS				
190 MONTHS				

9. DUAL PURPOSE UNITS – MANURE/CHASSER UNIT

GENERAL SCOPE:- THESE ARE UNITS THAT ARE A COMMON BASE PLATFORM TO PERFORM TASKS.

- KEY POINTS -**
- A. SAFETY COMES FIRST.**
 - B. USE OF APPROPRIATE LIFTING EQUIPMENT TO BE USED.**
 - C. MINIMUM REQUIREMENT 10 TONNE LIFT BODY.**

9.1 LIFTING

- 9.1 ON A SET PRE-DESIGNATED AREA THAT ALLOWS FOR GOOD ACCESS BY DEVICE FOR LIFTING AND CANNOT INCORPORATE GENERAL PUBLIC.
- 9.2 USE OF INTERNAL LIFT LUGS FOR LIFT.
- 9.3 REMOVAL OF LOCK DOWN BOLTS OF CHASSIS BEFORE LIFT OPERATION.
- 9.4 STANDS TO BE USED TO ENSURE REMOVED UNIT IS PLACED ON STABLE BODY.
- 9.5 SECONDARY UNIT TO BE LOCKED DOWN ONTO BOLTS UPON PLACEMENT OF UNIT.
- 9.6 ALL CARE TO BE TAKEN TO PREVENT STRIKE DAMAGE TO A. CHASSER BIN GEARBOX ASSEMBLY. B. MANURE BIN SPINNER AND PUMP ASSEMBLY.

10. WARRANTY.

WALSH & FORD as suppliers of agricultural implements / equipment provides this warranty for implements / equipment manufactured at Dalby, Queensland.

Subject to such other conditions, warranties and / or undertakings, which may apply from time to time under the laws of Australia and / or any applicable State or Territory thereof WALSH & FORD warrants with respect to each new item of agricultural implement / equipment that for a period of twelve months on agricultural implements / equipment from the date of the original retail sale thereof WALSH & FORD will repair or replace free of charge any part of such agricultural implements / equipment found to be defective in factory materials of workmanship under normal use and operation within Australia.

PROVIDED THAT:

1. The agricultural implement / equipment as the case may be has been properly;
 - a) set up and operated strictly in accordance with the recommendations set forth in the Owner's and / or Service Manual provided with the implement / equipment;
 - b) Used and operated strictly within the capacity and operation limitations specified by WALSH & FORD and;
 - c) Properly maintained and cared for;
 - d) Used solely for the purpose for which it was designed in customary agricultural operations ("intended use") Use in any other way is considered contrary to intended use.
 - e) All regulations, rules, practices on safety and / or occupational medicine and / or road traffic Acts and Regulations are observed at all times; and
2. The repair and replacement is carried out by an authorized WALSH & FORD Dealer / Agency, and;
3. The defective part is returned at the request of the authorized WALSH & FORD Dealer / Agency, freight prepaid.
4. On sale of the implement / . Equipment Dealer must disclose and supply details of Warranty in written form.

This warranty shall be void if any part or parts not manufactured or approved by WALSH & FORD are used either in the maintaining or servicing of the implement / equipment covered by this Warranty. No Warranty whatsoever is given on modified, altered or rebuilt machinery. Any arbitrary modification, alteration or rebuilding carried out on the implement / equipment will relieve WALSH & FORD of any liability whatsoever for and resulting loss, damage or injury.

This Warranty is not applicable to engines, electrical motors, clutches, universal joints, tyres and tubes, hydraulic motors, hydraulic wheel drives and hydraulic hose, rims, or any other component parts not manufactured by WALSH & FORD.

This Warranty does not extend to any consequential loss or damage however caused or arising, including failure in operation or performance of goods sold or repaired or replacement work or service performed thereon or thereto or any loss incurred, inter alia, for hire or unauthorized labour, supplies, substituted machinery or rented machinery or for any loss or damage incurred because of delay in harvesting or removal of crops or grain or for any event resulting in loss of crops, livestock or other losses nor shall WALSH & FORD be liable for any injury or negligence howsoever caused.

This Warranty does not exclude and necessarily applicable condition or warranty implied by the Trade Practices Act 1974 or any such condition or warranty implied by the applicable State Laws. Subject thereto, no warranty, guarantee or representation as to WALSH & FORD implements / equipment, other than as contained herein, is made or given by WALSH & FORD.

WALSH & FORD accepts no liability whatsoever for damage loss or injury howsoever resulting from misuse or non-compliance with and strict adherence to the operating instructions and safety manual.

10. WARRANTY (cont)

The following are the answers to the most frequently asked questions about the WALSH & FORD Warranty provided with agricultural implements/ equipment purchased through your authorized WALSH & FORD Dealer / Distributor.

1. When does WALSH & FORD Warranty period commence?

If the equipment was purchased as new equipment, the WALSH & FORD Warranty period will commence on the date the equipment was purchased new at retail. If the equipment has been purchased as used equipment the WALSH & FORD Warranty commencement date is the date on which the equipment was first purchased new at retail.

2. Who performs WALSH & FORD Warranty repairs or replacements?

While any other authorized WALSH & FORD Dealer may carry out WALSH & FORD Warranty repairs or replacements, the authorized WALSH & FORD Dealer through whom the equipment was purchased (the selling Dealer) has primary responsibility for performing WALSH & FORD Warranty repairs and replacements under the WALSH & FORD Warranty.

3. What should I do to obtain WALSH & FORD Warranty service?

Contact the selling Dealer or if that is inconvenient, any authorized WALSH & FORD Dealer, explain the problem you have encountered and arrange with the Dealer a mutually convenient time for the warranty repairs or replacement to be effected. Alternatively, contact may be made direct to Factory Headquarters at 4 Dan Street, Dalby, Queensland (P.O. Box 272). Telephone 07) 46626174. Facsimile 07) 466 22435.
Email admin@walshandford.com.au

11. JOB SAFETY AND ENVIRONMENTAL ANALYSIS (JSEA) WORKSHEET.

Unit _____ Site _____ Date _____

Tick

- | | | | |
|--------------------------|------------------|----------|----------------------|
| <input type="checkbox"/> | Normal Operation | Location | <input type="text"/> |
| <input type="checkbox"/> | Maintenance | Location | <input type="text"/> |
| <input type="checkbox"/> | Other | Location | <input type="text"/> |

Name/s of employee/s completing this JSEA:

JSEA Title (specify job task)

Type of permit required

- Confined Space Excavation Hot Work Fall Risk Control Other _____

Special PPE Requirements

11. JOB SAFETY AND ENVIRONMENTAL ANALYSIS (JSEA) WORKSHEET.

Special Tools or Equipment Required (consider such things as gas detection, ventilation fans, lighting, scaffolding etc)

Potential Environmental Hazards Air pollution (dust,fumes) Spills to ground Dirty Water discharge Hazard flora/fauna
 Noise pollution (off-site) Spills to water Other _____

Hazardous Materials to be used (attach MSDS)

Fire/Emergency Requirements

11. JOB SAFETY AND ENVIRONMENTAL ANALYSIS (JSEA) WORKSHEET.

Other Potential Hazards to consider

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Electrical | <input type="checkbox"/> Occupational Noise | <input type="checkbox"/> Work at Height | <input type="checkbox"/> Other workers |
| <input type="checkbox"/> Gas, dust, fumes | <input type="checkbox"/> Chemical | <input type="checkbox"/> Access & egress | <input type="checkbox"/> Pressure (air,water,gas) |
| <input type="checkbox"/> Manual Handling | <input type="checkbox"/> Heat | <input type="checkbox"/> Radiation | <input type="checkbox"/> Light (illumination) |
| <input type="checkbox"/> Other | | | |

Special Training Requirements

--

Prescribed Occupation (Certification) Requirement

--

11. JOB SAFETY AND ENVIRONMENTAL ANALYSIS (JSEA) WORKSHEET.

Job Safety and Environmental Analysis (JSEA) Worksheet

JSEA Number:

B.

Job steps - list the major steps required to perform the task	Potential Hazard	Required Hazard Control	Person Responsible
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Additional comments or details of special precautions to be taken :-

--

11. JOB SAFETY AND ENVIRONMENTAL ANALYSIS (JSEA) WORKSHEET.

C. Risk Assessment

Likelihood that the accident will follow to completion	
A. Almost certain	Most likely and expected result if the selected complete sequence of events takes place (1 in 1
B. Likely	Quite possible, not usual (1 in 10 to 100 chance)
C. Moderate	Would be unusual but possible sequence of events or coincidence (1 in 100 to 1,000 chance)
D. Unlikely	Would be a remotely possible coincidence (1 in 1,000 to 10,000 chance)
E. Rare	Never happened after many years exposure but is conceivably possible (1 in 10,000 to 100,00

Consequence	Injury/Illness, Damage, Environmental Impact
1. Noticeable	First aid, minor damage, contained spill
2. Important	Disabling injury, damage up to \$5,000, small uncontained spill
3. Serious	Permanent disability injury, damage \$5,000-\$500,000, spill or release requiring notifying EPA
4. Very Serious	Fatality, damage \$500,000-\$1million, major spill or release with minor offsite impact
5. Extreme	Multiple fatalities, damage < \$1million, major spill or release with major offsite impact

11. JOB SAFETY AND ENVIRONMENTAL ANALYSIS (JSEA) WORKSHEET.

To determine the risk, choose the Likelihood and the Consequence:

Likelihood	Consequence				
	1. Noticeable	2. Important	3. Serious	4. Very Serious	5. Extreme
A. Almost certain	High	High	Extreme	Extreme	Extreme
B. Likely	Moderate	High	High	Extreme	Extreme
C. Moderate	Low	Moderate	High	Extreme	Extreme
D. Unlikely	Low	Low	Moderate	High	Extreme
E. Rare	Low	Low	Moderate	High	High

Your assessment **Before controls** Likelihood _____ Consequence _____ = Risk Score _____

After controls Likelihood _____ Consequence _____ = Risk Score _____

11. JOB SAFETY AND ENVIRONMENTAL ANALYSIS (JSEA) WORKSHEET.

D. Approvals

Using Controls	Management Control	To be signed by	Name of person	Signature	Date
<input type="checkbox"/> Extreme Risk	Immediate action, activity discontinued until risk is minimised	Manager/ Safety and Training Co-ordinator			
<input type="checkbox"/> High Risk	Immediate action, activity discontinued until risk is minimised	Manager/ Safety and Training Co-ordinator			
<input type="checkbox"/> Moderate Risk	Risk addressed as part of risk control program	Site Manager			
<input type="checkbox"/> Low Risk	Risk identified to employees	Supervisor			

12. CONFINED SPACE WORKSHEET

JOB

P.P.E. MEASURES:

- A. _____
- B. _____
- C. _____
- D. _____

(E.G. RESPIRATION, PROTECTIVE CLOTHING, FIRST AID, HARNESSSES, LIFTING EQUIPMENT ETC)

NOTIFY:

- A. _____
- B. _____
- C. _____

AUTHORIZED BY:

- A. _____

BACK-UP SITE MEMBER

- A. _____
- B. _____

REMOVAL MEASURES
PROCEDURE

13. PARTS.

FOR PARTS PLEASE CONTACT WALSH & FORD WITH UNIT'S SERIAL
NUMBER.

14. OWNER CONFIRMATION.

I, _____ ACKNOWLEDGE BY
PURCHASE OF THIS **WALSH & FORD** UNIT, THAT I HAVE AND
WILL ACCEPT INSTRUCTIONS OF ITS INTENDED USE.

SIGNED _____ DATE _____

SERIAL NUMBER OF UNIT

*PLEASE SEND BACK DUPLICATE COPY TO **WALSH & FORD** IN
SUPPLIED ENVELOPE.*