

Safe Operating Procedure

QUAD BIKE

DO NOT use this equipment unless you have been instructed in its safe use and operation

PERSONAL PROTECTIVE EQUIPMENT

- ✓ Wear an approved helmet.
- ✓ Wear suitable clothing, including long trousers and boots.
- ✓ Consider wearing high visibility clothing if working remotely, or near/on a road.
- ✓ Have appropriate communication (i.e. mobile phone or 2-way radio) available

PRE-OPERATIONAL SAFETY CHECKS

- ✓ Follow manufacturer's recommendations and warning labels.
- ✓ Locate and ensure you are familiar with all machine operations, controls and warnings.
- ✓ Check fuel, tyres, guards, drive line and brakes as recommended by the manufacturer.
- ✓ Always tell someone where you are going and estimated time of return

OPERATIONAL SAFETY

- ✓ Do not carry passengers or any load that is not suitable and secured.
- ✓ Observe speed limits and no-go areas.
- ✓ Drive at speed slow enough to keep control over unexpected hazards.
- ✓ Travel up/down slopes rather than across, taking extra care when ascending or descending slopes or riding over uneven ground.
- ✓ Take care when refuelling to avoid spilling fuel onto hot motor or exhaust.
- ✓ Ensure no person or animal is endangered when operating equipment.
- ✓ Advise your supervisor of any mechanical problems and do not ride a quad bike that is not in good repair

ENDING OPERATIONS

- ✓ Park on even ground.
- ✓ Lock the parking brake.
- ✓ Stop the engine and remove the keys.

AFTER USE

- ✓ Remove any foreign material from in and around engine parts.
- ✓ Check for damage and report if found.

POTENTIAL HAZARDS AND INJURIES

- ⓘ Rollover
- ⓘ Collision
- ⓘ Eye injuries
- ⓘ Crush injuries
- ⓘ Head injuries

DON'T

- ✗ Do not use faulty equipment. Report suspect machinery immediately.
- ✗ Do not drive in excessively poor conditions (weather, visibility or surface).
- ✗ Never carry passengers.

This SOP does not necessarily cover all possible hazards associated with this equipment and as a reminder to users prior to equipment use.