

## PPE Required



### General Safety Instructions

- Complete pre-start checklist
- Read Manufacturers Operation Manual
- Report any faults or damage to GRF Contracting Pty Ltd
- Do not wear loose clothing or jewellery
- Do not operate equipment near pedestrians or people
- Do not operate without the appropriate PPE as detailed
- Do not operate equipment under the influence of drugs or alcohol

## Operating Safety Instructions

- Inspect all components, fill in Pre-Start
- Make sure they are compatible tow balls are compatible with coupling
- Make sure the tow ball is tight – check nut
- Reverse up as close as possible – get out and look and have a second go if needed
- Avoid manually handling very heavy trailers – reposition the tow vehicle and use jockey wheel to raise and lower drawbar
- Never load or unload plant on to or off of trailers that are not properly connected to a suitable tow vehicle.

### Connecting Trailers

- **Step 1:** Turn vehicle off to ensure no exhaust fumes are inhaled while attaching trailer. **Ensure towing vehicle handbrake is on.**
- **Step 2:** Check the trailer brake is engaged on the trailer and the wheels are chocked.
- **Step 3:** Disengage the coupling lock.
- **Step 4:** Wind up handle on jockey wheel anti-clockwise so that coupling is well clear above the height of the trailer ball
- **Step 5:** Reverse vehicle to trailer coupling so that tow ball is directly below coupling
- **Step 6:** Connect safety chains using rated D shackles
- **Step 7:** Engage the coupling handle then close the safety latch and insert the safety retaining clip
- **Step 8:** Connect the electrics and any other connections
- **Step 9:** Check the lights are working
- **Step 10:** Remove chocks from under wheels
- **Step 11:** Disengage trailer brake

## Working with Trailers



### Risk Assessment

- Assess the immediate work area for any hazards
- Control or eliminate all the risks associated with the hazards
- Hazards to check for that may require risk control-
  - ☐ Overhead power lines
  - ☐ Digging
  - ☐ Confined space
  - ☐ Traffic & moving machinery
  - ☐ Stored energy – air, hydraulic, electricity, pressure
  - ☐ Working at height
  - ☐ Falling objects
  - ☐ High Voltage
  - ☐ Any stored energy

- **Step 12:** Walk around the vehicle and trailer and visually check;
  - Jockey wheel is locked into position off the ground
  - Coupling is fixed to trailer ball and locked into position
  - Chain is attached to shackle
  - Safety retaining clip is inserted
  - Trailer lights are connected
  - Brake is in the correct position for travelling
  - All trailer gates/doors/ramps are locked by bolt or key
  - Check for any obstructions
  - Adjust car mirrors for trailer

### Disconnecting Trailers

Before disconnecting trailer:

- **Step 1:** Turn vehicle off to ensure no exhaust fumes are inhaled while attaching trailer. **Ensure towing vehicle handbrake is on.**
- **Step 2:** Chock the wheels
- **Step 3:** Engage trailer brake
- **Step 4:** Disconnect safety chains.