# STANDARD OPERATING PROCEDURE

## TASK: Use of Herbicides

**SOP No:** UPWW.QPC.SOP007  **Version:** 1.2  **Date:** 15 May 2007

**Dept/Div/School:** Division of Facilities Management  
**Supervisor/Manager:** Operations Supervisors  
**Other Contacts:** Ken Simpson

### HAZARDS:
- Chemical (herbicide) - spills, leaks and vapours
- Expired / faulty filter in breathing mask
- Wind change
- Tripping over hose
- Drift coming into contact with staff, student or visitors

### PROTECTIVE EQUIPMENT & EMERGENCY EQUIPMENT
- Overalls (full cover) sleeves down
- Face mask – suitable for particular agent
- Gloves – suitable for particular agent
- Boots
- Communication plan

### BEFORE YOU START
- Check all safety equipment and machinery is sound and operational.
- Read manufacturer’s instructions and Material Safety Data Sheets.

### ALWAYS ............... 
- Ensure that environmental conditions are suitable for spraying
- Ensure that notice of the activity has been provided to the campus or area community.
- Use chemicals in a well ventilated area.

*SOP continued next page*
**JOB STEPS**

- Plan spray protocol in a logical and progressive pattern.
- Continually monitor work area for hazards.
- Check tractor for oils, water, grease, air pressure, lights.
- Bring tractor spray unit to hose at shed (use ear protection).
- Lower tank to ground.
- Turn off tractor and ensure hand brake is applied.
- Check pump for correct oil level and diaphragm is in good condition. This is found next to filter assembly – refill or replace if needed.
- Remove filter from under tank. Wash out, check for wear damage, replace filter and ensure tightness with gloves.
- Advise immediately if damaged or in need of replacement.

- Bring hose to tank and fill to 50% on required water.
- Mount tractor, turn on and engage pump.
- With hand break still on dismount and fold down boom arms.
- With protective clothing on open on taps one at a time (found on tap front), check nozzles for uneven spraying or clogged nozzles.
- Clean, replace nozzle and check for hose leaks.

- Check that adequate water is still in tanks. If not add the remainder that is required.
- Drive tractor and tank to an area of similar terrain of that to be sprayed.
- Calibrate boom over 100m at least three times.
- Never calibrate boom driving on a dirt or sealed road as this will not give an accurate output once you spray the chosen area.
- Once calibrated refill with water and add the suggested rate of spray.
- Proceed to area.

- Before spraying commences, confirm spraying pattern.
- Check terrain for any dangers.
- Check wind direction/speed.
- Check pedestrian and traffic movement.
- When satisfied commence spraying.
- While spraying continually monitor for wind changes, traffic, or pedestrians.

**WHEN YOU FINISH**

- On return of equipment, wash and flush out tank or equipment into appropriate chemical storage containers

Approved by: .................................................. Date: ....................