STANDARD OPERATING PROCEDURE

TASK: Concrete Mixer - Electric or Petrol

SOP No: UPWW.QPC.SOP015  Version :  1.2  Date:  21 May 2007

Dept/Div/School: Division of Facilities Management

Supervisor/Manager: Operations Supervisors

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HAZARDS:
- Catch hazards
- Flammable fuel
- Electric shock
- Manual handling hazards
- Exhaust fumes
- Skin (membrane) irritation from cement or additives

PROTECTIVE EQUIPMENT & EMERGENCY EQUIPMENT
- Safety glasses and hearing protection (see unit specific)
- Protective footwear, protective clothing and appropriate gloves
- Electrical safety equipment

BEFORE YOU START
- Tuck in any loose clothing or long hair
- Confirm electric mixer has current electrical inspection & testing tag
- For electrical units ensure that leads are off the ground and connected through a safety switch
- Ensure ALL safety guards are secured in place
- Ensure that the unit is mechanically sound
- For motor engines ensure fuel is sufficient and engine oil level okay
- Check tyres for appropriate inflation

NEVER................
- Never use an electric mixer in the rain
- Never use a petrol motor in a closed/confined space
- Never use a mixer without guarding in place
- Never insert hands into a rotating bowl

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### JOB STEPS

- Select a firm and level working area and protect surrounding surfaces
- Ensure that the area does not contain any hazards that may impact on mixer operation
- Electric mixer – ensure unit is protected by a residual current device prior to starting
- Petrol mixer – turn on fuel, close choke, pull rope using smooth action.
- Once started, open choke and allow to warm up

### WHEN YOU FINISH

- Empty mixer drum of contents
- While still wet, add water
- Allow to revolve or wash interior and exterior clean. **CAUTION** - be mindful of catch and electrical hazards
- Disconnected electrical mixer from power
- Clean up work area
- Place mixer in a secure area or return to store

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