

NEWLAND EXPRESS TRANSPORT – Safe Work Procedure

RIDE ON SWEEPER

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

PERSONAL PROTECTIVE EQUIPMENT:

Hi Vis Clothing, Gloves & Safety Glasses to be worn when **topping up** the batteries

Hi Vis Clothing, Safety Shoes and Face Mask to be worn **during sweeping**

Hi Vis Clothing, Gloves, Face Mask, Safety Shoes and Safety Glasses to be worn when **emptying the sweeper**

1. PPE must be worn at all times in the warehouse.
2. Sweeper daily checks must be carried out at the beginning of each shift.
3. **Only qualified personnel** are permitted to use the ride on sweeper.
4. Any defects must be reported to management immediately.
5. If In any doubt regarding the safety of the sweeper, do not use it and report to management.
6. Do not operate the sweeper when pedestrians are walking around the warehouse.
7. Only proceed to operate the sweeper when you are sure there are no pedestrians in the warehouse.
8. Always sound your horn when going around blind corners and entering or exiting the warehouse.
9. Do not use a mobile phone when driving the sweeper.
10. Always turn off the power at the socket before removing/inserting the charging cable.
11. **No passengers** are allowed on the sweeper.
12. Secure the sweeper when unattended.