



## Safe Operating Procedures

SOPs are designed to help employees identify hazards, limitations, PPE, & safety training for specific equipment/tasks. Environmental Health and Safety, 414 J.M. Smith Hall

	<b>Equipment/ Task Name</b>	Leaf Blower Equipment (Handheld and backpack)
	<b>Departments Impacted</b>	<ul style="list-style-type: none"> <li>Physical Plant (Landscape)</li> <li>Biology (Meeman Field Station Caretaker)</li> </ul>
	<b>Purpose</b>	A leaf blower is a gardening tool that propels air out of a nozzle to move debris such as leaves and grass cuttings.
<b>TASK</b>	<b>HAZARDS</b>	<b>CONTROLS</b>
1. Preparing Blower for Use	Exposure to fuel mix: Skin and eyes	When checking/adding fuel, always wear appropriate chemical resistant gloves and safety glasses or face shield.
	Fire/Explosion	<ul style="list-style-type: none"> <li>Never fuel equipment indoors; keep fuel away from open flame or sparks.</li> <li>Clean up fuel spills immediately; do not start engine until fumes have dispersed.</li> <li>Dispose of spilled fuel per HazCom training: contain, label for disposal, and contact EHS.</li> </ul>
2. Operating Blower	Muscle strain	<ul style="list-style-type: none"> <li>Pull cord straight back; provide for clearance of arm and elbow.</li> <li>Use short, sweeping motions, avoid twisting and bending repetitively.</li> <li>Use safe lifting training- back injury prevention training.</li> </ul>
	Hearing damage	Wear earplugs or earmuff headset.
	Inhalation of dusts/particulates by self and/or others	<ul style="list-style-type: none"> <li>Avoid creating excessive dust – pre-wet or wet area as needed.</li> <li>Wear N95 dust mask as needed.</li> <li>Pause work to allow pedestrians –bicyclists - motorists to pass.</li> </ul>
	Eye or other injury to self and/or others	<ul style="list-style-type: none"> <li>Wear safety glasses or goggles.</li> <li>Pause work to allow pedestrians- bicyclists - motorists to pass.</li> <li>Set up safety cones or barricades, as needed, if work affects areas with pedestrians, etc.</li> </ul>
	Insect bites	<ul style="list-style-type: none"> <li>Wear long pants or equivalent protection, band at ankle if needed.</li> <li>Be aware of potential for yellow jacket ground nests.</li> <li>Be aware of surroundings; spiders and other biting or stinging insects may be present.</li> </ul>
3. Storage of Blower	Fire	<ul style="list-style-type: none"> <li>Do not place hot equipment on or near combustible materials or flammable liquids.</li> <li>Allow engine to cool before storing –avoid contact with combustibles.</li> <li>Store so fluids do not leak out of equipment.</li> </ul>



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4. Procedure for malfunctioning or broken equipment	Bodily injury	<ul style="list-style-type: none"> <li>• Obtain Accident Prevention Tag- mark equipment "Do Not Use" – specify problem or hazard.</li> <li>• Whenever possible isolate power source so equipment cannot be used. (Lock Out- Tag Out).</li> <li>• Notify shop and/or take equipment to shop.</li> </ul>		
<b>Required Personal Protective Equipment</b>		<b>Required Training</b>		
<ul style="list-style-type: none"> <li>• Hearing protection</li> <li>• Safety glasses</li> <li>• N95 respirator</li> <li>• Gloves</li> </ul>	<ul style="list-style-type: none"> <li>• Operation of blower</li> <li>• Personal Protective Equipment</li> </ul>			
<b>Equipment Procedures/Requirements</b>				
<ol style="list-style-type: none"> <li>1. Operate equipment in strict accordance with Manufacturer's instructions. Only authorized users can operate equipment.</li> <li>2. Report any observed defect or safety hazard to your supervisor immediately.</li> <li>3. Where any object handled would possibly cause injury to feet if dropped, safety shoes will be worn.</li> <li>4. Where any object handled could possibly cause cuts, punctures or abrasions to hands, appropriate gloves will be worn. (Exception: where rotating machinery presents a greater hazard of entangling gloves, they are optional at the supervisor's discretion).</li> <li>5. Keep hands, hair and loose clothing clear of all moving parts and air intakes.</li> <li>6. Stop the unit immediately if it suddenly begins to vibrate or shake.</li> <li>7. Always turn off the engine before setting the unit down.</li> <li>8. Never insert any foreign object into the air intake or outlet openings.</li> <li>9. Operate the blower only when there is adequate clearance from people, buildings, vehicles or other obstructions.</li> </ol>				
<b>Additional Precautions for fuel powered engines</b>				
<ol style="list-style-type: none"> <li>1. Always operate in an open well-ventilated area or vent the engine exhaust directly outdoors.</li> <li>2. Never fuel the engine while running or in the presence of an open flame.</li> <li>3. Wipe spilled fuel immediately and wait for fumes to disperse before starting the engine.</li> <li>4. Stop the engine before performing any maintenance or troubleshooting.</li> <li>5. The ignition system should be disabled to prevent accidental start of the engine.</li> </ol>				
<b>SOP ID</b>	<b>G003</b>	<b>Related Documents</b>	<b>Creation/Revision Date</b>	<b>07/20/2018</b>

Suggestions, questions, or comments? Please contact EH&S