



PLANT SERVICING / MINOR MAINTENANCE/ WORKS

This document sets out the basic hazards, and minimum safety and environmental controls that need to be considered when Fieldwicks personnel are carrying out basic plant maintenance work on site.

Typical activities covered include :

- Scheduled plant servicing
- Fault finding/inspection
- Minor plant repairs
- Hydraulic hose repair
- Electrical testing / fault finding
- Cutting edge / bucket teeth replacement
- Cleaning of radiators / oil coolers
- Cleaning of plant in general, including guards, rollers walkways
- Replacements of lights, buzzers.
- Seat / wiper/ window repairs
- Repair of oil leaks
- Minor welding / grinding repairs

**REMEMBER - NOTHING BEATS EXPERIENCE,
IF YOU ARE NOT SURE – THEN ASK**

Potential Hazards

- Manual Handling
- Weather conditions
- Chemicals
- Unexpected plant movement
- Equipment interaction
- Hot Work
- Working at Heights
- Pressured hoses (hydraulic)
- Falling rocks or parts or tools

Control Measures

Before commencing work:

- Must have completed Fieldwicks Induction and relevant training
- Personnel must be competent and have had adequate experience / or be under the direct supervision of someone that has.
- HiVis clothing
- Gloves, safety glasses, hearing protection, hardhat must be on hand , to be used as required.
- Ensure you have permission to be on site and have completed any site-specific requirements
- Before moving machine check for potential falling rocks off machine, clear if necessary.
- Where possible (unless broken down) check that machinery is in a suitable location , clear of other operations. Ideally on a flat level pad area.
- Check that implements are grounded
- Wheeled machinery should have park brake engaged, and wheels chocked.
- **ISOLATE MACHINE , LOCK OUT and test to ensure effective isolation**

During Maintenance operations:

- Do not rely on hydraulic system to support or raise the machine.
- When looking for hydraulic leaks use a piece of card board rather than your hand to detect where leak is coming from.
- Wear hearing protection and eye protection when hammering.
- Ensure any guards removed are replaced
- Ensure nearby operations are aware of your presence.
- Three points of contact when climbing on and off machines
- If testing machine always check that all personnel are clear before start up.
- Waste oil is to be collected.
- Ensured equipment is in good order and tagged such as electrical leads, lifting chains.
- Ensure flashback arrestors are fitted to oxy/acetylene
- Follow manual handling SWP for manual lifts
- Use eye protection and gloves for hot work



- Minimise flammables in immediate work area.
- Spotter and fire extinguisher on hand for hot work

Completion of works :

- Before walking the machine ensure all tools and parts have been cleared and put away. If they are left on the machine they may fall and cause injury to bystander.
- Check that all drainage containers are removed , bungs, caps etc are fitted , and there are no tools left on or in machine.
- Walk around machine, ensure area is clear of equipment and personnel
- Remove isolation
- Test run plant , check for oil leaks etc
- Clean up , return waste materials , waste oil etc to yard.

[Remember if you are unsure about something, ask a supervisor for advice](#)