

Stump grinder

Safe Operating Procedure

Company logo

Activity description

Covers stump grinding with a portable one-person grinder.

Required accreditations

There are no formal accreditation requirements for this machine. However, the operator must complete the on-site assessment activity (see separate attachment) and sign the declaration overleaf before they are permitted to use the grinder unsupervised.

Hazards and controls

Hazards	Controls
Eye injuries	Wear safety glasses or face visor when the machine is in operation
Dust	Wear a dust mask or respirator when the grinder is generating dust
Cuts, bruises and impacts	Wear safety boots and long pants while using the grinder Wear a hard hat when there is a risk of objects or branches falling from above
Trip injuries, foot injuries	Wear safety boots with good grip and ankle support Ensure that the ground under the grinder is stable and as level as possible Make sure that the brake is adjusted correctly and operating properly Keep work area clear of excess debris
Burns and lacerations	Never approach the cutter mechanism or remove guards until the machine has come to a complete stop Wait for the engine to cool before carrying out maintenance or adjustments
Impact from vehicles	Wear high visibility clothing at all times while on-site Make eye contact with plant and vehicle operators before crossing their path or entering their work area, and wait for them to signal that it is safe to proceed
Muscle strain	Use good manual handling practices Make sure handle bar is correctly adjusted and brake is working properly Ask for help to lift or move heavy items when needed
Noise	Wear hearing protection when using or standing near the machine while it is in operation

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Pre-start checks

Before each use of the stump grinder, check the following points:

1. Work area:

- there are no underground services in the vicinity of the work to be carried out
- the work area has been marked out with witches hats or barriers if in a public place, and controlled to prevent unauthorised entry of people or vehicles

2. Stump and surroundings:

- the ground is clear of debris and as firm and level as possible
- stump is free from stones, metal and other hazardous objects

3. Stump grinder:

- cutting teeth are not damaged or excessively worn, and are well secured
- oil and fuel are topped up
- belts are properly tensioned and aligned and all guards are correctly fitted and secure
- all retaining bolts are in place and tight
- handle bar is adjusted to a comfortable position
- brake is correctly adjusted and working properly
- grinder starts up and runs normally, without any unusual noises or vibrations
- cutting mechanism rotates freely without fouling

Personal protective equipment

Wear the following PPE while undertaking this task:

- high-visibility clothing
- safety glasses and/or face visor
- ear muffs or ear plugs
- steel capped safety boots
- dust mask or respirator (when required)
- cut-resistant pants (if also using a chainsaw)
- hard hat (when required)
- gloves (when required)

Operator: I have been taken through this SOP, and have been given a copy for my own reference. I agree to follow the SOP, SWMS and all other site procedures while at work.				
Name		Signature		Date

Supervisor: I have taken the operator through this SOP, checked their understanding of the procedures, and assessed their ability to use the grinder in a practical demonstration on-site.				
Name		Signature		Date