



Using the Shredder

1. Wear your protective equipment, including goggles, dustmask, ear defenders and gloves.
2. Check there is no waste material in the shredder before you start the engine.
3. Feed in waste material carefully, keeping your hands clear. Do not ram in too much at one go – feed the shredder at a steady rate so that it can shred each load.
4. Never put your hands past the mouth of the shredder.
5. Some shredders have a separate feed slot for larger diameter branches with little or no foliage on them. If the branch will not go in then it is too big for the machine to handle. Do not put large diameter branches into the main feed hopper – this is only for bulk twigs and foliage.
6. If you need to clear a blockage, you must stop the shredder. Allow the engine and blades to come to a complete stop, then carefully disconnect the lead from the spark plug. This will prevent the engine starting up unexpectedly.
7. If you need to remove any guards to clear the blockage, remember how and where they fit.
8. You must replace all guards before reconnecting the spark plug lead and starting the shredder.
9. If the shredder is fitted with a waste bag, you must stop the engine before replacing a full bag.
10. Stop the engine if anyone approaches you whilst you are working with the shredder.
11. Stop the engine and carefully disconnect the lead from the spark plug, before replacing a full bag.
12. Stop the engine and carefully disconnect the lead from the spark plug, before carrying out any adjustments to the shredder.
13. Stop the engine before leaving the machine unattended.
14. If your equipment does not work properly, do not attempt to repair it. Contact the hire company.

Please keep this leaflet safely as it may be required for future reference



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Shredder

The rules and procedures in force where people are at work may require the person responsible for this equipment to carry out a specific risk assessment.

It is important to read this entire leaflet BEFORE using the Shredder

1. Plan the use of the Shredder so that it can always be used safely.
2. Petrol is highly flammable. Take care not to cause a fire or explosion.
3. This shredder is designed to reduce organic waste, weeds, twigs, and similar materials to small chips, ready for disposal, composting, mulching or footpath covering.
4. The action of this shredder can cause injury or damage if the machine is not used in a careful and controlled way.
5. If you have not used a shredder before, familiarise yourself with the machine before you start work.
6. You must have at least the following items of personal protective equipment: dust mask – a minimum of EN149 FFP3(s) protection; ear muffs or plugs giving protection for levels up to 110 dB(A); impact resistant goggles: EN166 – B or BS2092 grade 1; gloves.
7. This machine must not be used by minors, or by anyone under the influence of drugs or alcohol.
8. This shredder is designed for operation by an able bodied adult. Anyone with either temporary or permanent disability must seek expert advice before using it.



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WORK AREA

1. The following items of personal protective equipment (ppe) are the minimum that should be worn whenever you use this machine. Particular jobs or environments may require a higher level of protection.
2. This equipment is likely to cause noise levels up to 110 dB(A) – wear appropriate ear muffs or plugs giving hearing protection for this level as a minimum.
3. You must wear impact resistant goggles (EN166 – B or BS2092 grade 1) when using the shredder.
4. You will need to wear an appropriate machine can safely manage. Do not try to feed in any branches larger than this they will have to be disposed of by another method. Do not put them into the main feed hopper, as this is only for thin wood and foliage.
5. You should wear strong gloves for protection when handling the waste material.
6. Anybody who is working near to you will also need to wear appropriate personal protective equipment.
7. Do not wear any loose clothing or jewellery that could get caught up in the shredder. The back long hair.
8. It is recommended that you do not work completely alone, especially in remote areas.

SHREDDER

1. Check your shredder, engine, and all equipment. Do not see anything found damaged – contact the hire company.
2. If your shredder has a separate slot to feed in solid branches, check the maximum diameter of branch that the machine can safely manage. Do not try to feed in any branches larger than this they will have to be disposed of by another method. Do not put them into the main feed hopper, as this is only for thin wood and foliage.
3. Check the engine oil and fuel levels each day before use. Check levels more often if the shredder is used continuously.
4. Whenever you are working above head height or when someone is working above you. On a construction site you must wear a helmet at all times.
5. Make sure that you understand all of the controls. Before you start the shredder, you must know how to stop it.

BEFORE STARTING WORK...

REFUELLING

1. No smoking.
2. Stop the engine and let it cool down.
3. If possible, move the shredder away from your work area.
4. Clean the filter cap and the area around it to prevent dirt falling into the fuel tank.
5. Use a funnel and clean petrol when refuelling. Do not spill any fuel on yourself or the machine.
6. Wipe any fuel off the machine. Dispose of fuel soaked cloth carefully.
7. If you spill any fuel on the ground, wipe it up or cover it with soil.
8. If you spill any fuel on your clothes, change them straight away.
9. Put all fuel caps back on properly, and move your fuel can to a safe, cool place.

STARTING THE ENGINE

1. Check that the engine and machine controls are set correctly.
2. Make sure that you hold the machine firmly so it will not move when you pull the starter.
3. Pull the starter handle slowly until you can feel that the starter has engaged with the engine, then pull it quickly and strongly. Don't pull it too far or it may break.
4. Guide the cord back into place so that it recoils correctly.

Useful Reference Points • www.hae.org.uk/businessguard

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