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| **Department:** | **Public Works** | **Area:** | **Roads** |  |
| **Subject:** | **Asphalt Saw Unit No. 6073** |

**ASPHALT SAW UNIT NO. 6073 - SAFEWORK PROCEDURE –**

**Warning:**

The use of this saw may be hazardous, because the saw blade is a high speed cutting tool. Special safety precautions must be observed to reduce the risk of personal injury. It is important to fully understand the operator’s manual and have a competent operator train you before using the saw.

**Background:**

Different departments use the saw before they install or repair their utilities and it is used to clean up utility cuts before paving at a later date or for general road repairs.

**Hazards:**

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| * High speed turning blade
 | * Flying debris
 | * High noise levels
 | * Rollover
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| * Working around traffic and pedestrians
 | * Working around co-workers and equipment
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**PPE Required:**

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| * Safety boots
 | * Hearing protection
 | * Eye protection
 | * High visibility vest.
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| * Gloves when changing the blade.
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**Pre Set-Up – Truck 427:**

The asphalt saw is always used with a combination of units:

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| * Truck 427
 | * Water tank 699
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| * Honda 4-stroke pump attached to water tank
 | * Trailer 699
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* With a forklift Load water tank on to truck.
* Load and attach pump. Attach trailer to truck. Attach water hose to pump.
* Check and make sure hitch is secure and locked on ball.
* Secure safety chains and brake cable.
* Connect electrical plug. Lift jack. Check lights and tires.
* When parking to load or unload saw make sure ground is flat and hard.

**Pre Set-up Saw:**

* Before starting the saw make sure you read the entire operating instructions and are familiar with the operation of the machine.
* Always park machine on a level surface with the engine off and ignition switch off in the “O” position before performing any maintenance. Ensure that the machine has cooled down.
* Check oil. Check blade guard for damage.
* Check blade for damage and wear - if found replace blade.
* Check hoses and clamps for damage or looseness, tighten or replace as necessary.
* Check air cleaner. Replace primary air filter if indicator is red.
* Follow scheduled maintenance service.

**Procedure:**

To load saw onto trailer.

* Remove hooks from ramp. Lower ramp with winch, make sure ground is flat and hard.
* Never stand in front of ramp when it is being raised or lowered or try to lift or lower ramp without the winch.
* Start saw make sure switch is on (0) so blade isn’t spinning and drive saw up ramp so saw blade is clear of ramp.
* Lock saw onto safety pin at end of deck on trailer.
* Lift ramp with winch and lock with hooks.
* Proceed to fill water tank and fill. Ready for use. Set up work safe zone
* Ensure signs and cones out and ensure cut-zone is free of debris.
* Always watch for pedestrians and traffic and co-workers.

**Post Set-up:**

* Drain water from engine gearbox using water drain. Drain valve daily.
* Cover saw with tarp cover.
* When cold outside put saw away in shed drain and remove pump, store in shop.
* Drain water tank on truck.
* Remove hose from trailer and ensure there is no water in hose before storing in shed.

When changing the blade the following steps must be used:

* Lower blade so it just touches the ground and will not turn. Take the key out of the ignition.
* Loosen bolt on blade guard nose latch.
* Raise front half of blade guard.
* Make sure guard is all the way back and will not fall forward.
* Loosen blade shaft bolt.
* Put key back in ignition and start engine with blade clutch switch in the “O” position.
* Raise the machine four to six inches and shut off, take out key.
* Remove outer flange and blade and fit new Diamond Blade to outer flange.
* Make sure the blade is going on in the right direction; look at arrows on blade and guard.
* Install outer flange into the blade shaft making sure that the locking pin passes through the Diamond Blade and into the inner flange.
* Make sure that the contact surfaces on the Diamond Blade, inner and outer flanges and outer flange arbour are clean.
* Rotate outer flange and Diamond Blade in the opposite direction of blade rotation to remove backlash.
* Install and hand tighten blade shaft bolt.
* Lower blade to ground again and tighten the bolt again.
* Lower front half of blade guard slowly do not drop and tighten the bolt on the blade guard nose latch.

**Summary:**

* When cutting with saw always be aware of pedestrians, traffic and co-workers.
* Always keep water hose out of traffic, out of the way of the saw and have enough hose out to reach the saw.
* Always wear safety gear when operating saw.
* Must have ‘Men Working’ signs out at all times when cutting.
* For emergency stop, press down on the red palm switch on the cowl. Reset by pulling out until it pops up.
* Co-worker(s) must wear eye and hearing protection along with high visibility vest and safety boots.
* Never lift blade guard when cutting.
* Always two people to operate this saw and always in a safe work zone.
* It is important to fully understand the operator’s manual and have a competent operator train you before using the saw.
* Always have the water turned on when cutting, never cut dry.
* When cutting on a hill, always have the truck parked below you or in a position that makes it safe to work around
* Always cut up-hill to ensure that saw does not run away from you or bind.

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| **Revised:**  |  | **Approved by: Brian Denbigh** |