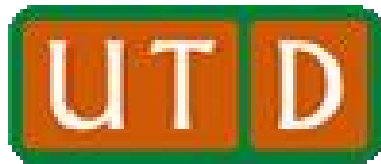


The University of Texas at Dallas Grounds Maintenance Safety Manual



GROUNDS MAINTENANCE SAFETY

I. PURPOSE

The grounds crew often work using potentially dangerous tools and in potentially dangerous conditions. The following procedures have been instituted for the employees' protection.

II. TURF MAINTENANCE

Mowing and trimming equipment should be regarded as potential hazards. All operators must exercise extreme caution for themselves, other workers, the public, and surrounding property.

- A. Areas to be cut should be inspected before mowing. Debris such as trash, rocks, and limbs should first be removed. Any object missed in the initial check must be removed ahead of the machinery. Care should also be taken for sprinkler heads that are not retractable and for valve boxes that are above ground. The removal of such objects will often involve shutting down the machine, removing the object, and resuming operation.
- B. In order to allow the operator to continuously scan all immediate, adjacent areas, operating speed should normally not exceed a moderately fast pace.
- C. Operators should never leave the machine running unattended, nor should they leave keys in any machine.
- D. Neither operators nor mechanics should perform adjustments or maintenance on equipment with the cutting unit engaged. If inspection of equipment under load or operating conditions is necessary, proper precautions must be taken.
- E. All appropriate safety devices on equipment shall be kept in working order.

III. EDGING, TRIMMING, AND OTHER CUTTING MACHINERY

Other types of trimming equipment, e.g., edgers and trimmers with exposed cutting units, should be operated with the same safety precautions as standard cutting units.

- A. Line trimmers must be operated with cutting head kept well away from all persons and objects. The cutting action of such units is only accomplished at the outside one (1) inch of the cutting diameter. Forcing the machine to cut inside this diameter will not only damage the machine but may wrench or twist the unit out of the operator's control, possibly causing injury to the operator.
- B. Adjustments on blades of edgers must not be made while blade is turning. Edgers must not be operated without the blade guard properly attached.

IV. OPERATING EQUIPMENT ON STEEP SLOPES

A steep slope is defined as an area where a normal walking gait is interrupted.

- A. The key to safe operations on a steep slope is to keep the center of gravity of the machine, person, or tool balanced over its base. Any operator questioning the area to be cut should verify actions with the lead person, foreman, or supervisor prior to proceeding.
- B. When operating push-type mowers on slopes and ditches, do not at any time pull mowers while walking backwards.

V. PERSONAL PROTECTIVE SAFETY EQUIPMENT

- A. Use eye and hearing protection at all times when operating dangerous equipment.
- B. Use rubber gloves, boots, and eye protection when spraying chemicals.
- C. Use a respirator to cover the nose and mouth when using toxic chemicals.

VI. HEADSET RADIOS

The use of Walkman-type radios will not be permitted during work periods. Use during break periods or lunch time is permitted.

VII. PROPER FOOTWEAR

All employees of the University Grounds Maintenance Department are required to wear hard top, hard sole shoes or boots. No tennis shoes will be permitted.