

# Safe Operating Procedures

**Make:** Digga  
**Model:** PD4  
**Type:** Auger Drive - Attachment  
**Plant Number:** 65B  
**Serial Number:** 1408270008



## Recommended PPE - Subject to Company & Site Policy



## SOP Auger Drive - Attachment

### GENERAL & START UP

Read and understand manufacturer's operational manual  
Complete pre-operational checklist on carrier unit and auger attachment (never use faulty or defective machinery)  
All operators must be free from the direct and after effects of drugs and alcohol  
Ensure that an appropriate, charged fire extinguisher is available  
Ensure carrier unit and auger attachment are compatible  
Ensure auger attachment is properly attached to the carrier unit prior to operation  
Know your auger attachment, its features and how they work, keep your machine in good condition  
Ensure work area is clear of bystanders and hazards prior to starting engine and operating machine  
Once engine is started confirm control pattern and machine function  
Be familiar with the features and capabilities of the machine used with this auger attachment  
Ensure that you are familiar with the auger attachment and the clearance distances between it and any other part of machine

**! NEVER** HIT CABIN OR ANY PART OF MACHINE WITH ANY ATTACHMENTS!

### COUPLING

#### ALWAYS:

- Ensure attachment is safely and sturdily supported on level ground
- Wear gloves when handling hydraulic lines
- Ensure auger is attached to carrier unit as per manufacturer's operational manual
- Ensure auger is securely attached to the carrier unit, with all locking pins securely fastened
- Ensure all hydraulic lines are connected correctly and free from leaks and damage (never use your hands to check for leaks, use wood or cardboard)

#### NEVER:

- Couple auger to a machine that is not compatible for this attachment
- Attempt to connect hydraulic couplings with carrier unit engine running

### UNCOUPLING

#### ALWAYS:

- Lower attachment so that it is safely and sturdily supported on level ground before disconnection
- Relieve hydraulic pressure from hydraulic circuit prior to uncoupling
- Ensure all couplings and hydraulic lines are disconnected prior to uncoupling attachment
- Ensure attachment is stored in a manner to reduce likelihood of hazards, store attachment on the ground positioned so it can be readily re-attached to the machine without the need for manual movement or repositioning
- Wear gloves when disconnecting hydraulic hoses after operation, use caution as hydraulic hoses will be hot

**NEVER** disconnect hydraulic couplings with carrier unit engine running

### OPERATION

Confirm location of any underground services prior to excavating in any area, use extreme caution if services are present, always hand excavate in close proximity to services taking material to be excavated into consideration

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## **ALWAYS:**

- Ensure work area is clear of all bystanders
- Ensure exclusion zone is set up around work area, be aware of flying debris
- Only use attachment for intended purpose as per manufacturer's instructions
- Ensure adequate lighting is available whilst in operation
- Ensure the auger is running in the correct direction of rotation for the digging application
- Refer to the power line approach distance label re: safety around power lines
- Ensure appropriate signage is affixed when operating at the roadside
- Watch out for traffic when operating near roads, driveways and parking areas

**! ALWAYS** POSITION MACHINE AS LEVEL AS POSSIBLE, ON FIRM GROUND

## **NEVER:**

- Use phone while operating machine
- Allow persons to touch any part of the auger with their hands or body
- Use hands to clean stuck material from an auger, use a shovel to remove material
- Force the auger into the working surface, allow the teeth to do the cutting
- Leave open holes unattended. Cover, fence and restrict access to any open holes

**! NEVER** POSITION MACHINE UNDER PRECIPICE OR OVERHEAD OBSTRUCTIONS

## **TRANSPORT & MAINTENANCE**

**ALWAYS** maintain attachment with care, inspect hydraulic hoses periodically and if damaged, have repaired by a competent person

**ALWAYS** switch off and isolate machine prior to performing any maintenance

**ALWAYS** follow OEM instructions for lubrication and changing of cutting teeth

## Safe Operating Procedures

## Operator Acknowledgement

I the undersigned acknowledge that I have read and understand the Safe Operating Procedures described above. I also acknowledge that I have received a copy of this Safe Operating Procedure.

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