Trencher Safe Operating Procedures

Pre-Trenching Requirements

1. Prior to operating any trencher, the following requirements must be met:
   - All underground utilities must be identified and marked by utilizing the local “One Call” system or equivalent to notify all owners of underground utilities of your intent to dig or trench.
   - All required permits must be issued

Pre-Use Requirements

2. Prior to utilizing any ride-on or walk-behind trencher, the following guidelines must be followed:
   - The operator’s manual for the specific machine that you will be operating must be available with the machine and reviewed prior to use.
   - Pre-Use inspection consisting of the following items must be completed:
     - All warning labels must be in place and legible
     - Verify that all guards and shields are in place
     - Verify that the digging chain is in safe operating condition – chain is tight and teeth not worn
     - Check all fluid levels prior to start up
     - Verify that all controls are properly marked and that they function properly

Minimum PPE Requirements

1. The following is the minimum PPE requirements while operating any trencher:
   - Hard Hat
   - Safety Glasses
Operating Procedures

1. Follow these guidelines for safe start-up and operating procedures:
   - Place all controls in the neutral position
   - Verify that parking break is engaged
   - Adjust throttle half-way or to designated start-up position
   - Start machine and observe for any fluid leaks
   - Release the parking break
   - Position trencher in-line with planned trench location and route
   - Lower the trenching boom to just above ground level
   - Engage the digging chain
   - Increase the throttle to full power or desired speed
   - Slowly lower the digging boom to the desired trenching depth

2. When trenching is complete:
   - Decrease the throttle
   - Raise the digging boom to the top of the trench
   - Disengage the digging chain

Safety Precautions

- Avoid making sharp turns while maneuvering the machine
- Keep all non-essential personnel at least 6 feet away from the trenching operation
- Avoid operating the machine on slopes if possible
- Be aware that underground debris such as rocks, roots, etc. can cause the machine to kick up
- If an object gets lodged in the digging chain, stop and reverse the chain direction.
- If the object must be manually removed, disengage all moving parts and turn the machine off.