

OPERATING & SAFETY INSTRUCTIONS MEGAFLO® DISPENSING SYSTEM - VISUAL INSPECTION CONDITION REPORT

A copy of this document must be sent with the hire equipment - original to stay at the branch.

VISUAL INSPECTION CONDITION (to be completed by Geofabrics' staff when checking out and checking in)			
Customer		IFS Order Number	
Dispatch/receipt	Out date: / /	In date: / /	
Branch location		Project Name	
Expected return date			

Item Number	Number of items	Item name	Checked out	Checked in	Serial Number	Comments
1	1	Trailer with frame				

This equipment has received a visual inspection and was found to have no obvious defects.

Trailer Checklist – Must be completed prior to trailer leaving Geofabrics site.

Part	Checked OK - v	Part	Checked OK - v
Lights		No Rust	
Tyres		Locking Pin	
Registration in date			

CHECKED OUT BY

Name:

Signature:

Date : ___/___/___

Comments/inspection results: _____

CHECKED IN BY

Name:

Signature:

Date : ___/___/___

Dear Customer

- On receipt of this equipment, please check all equipment has been received, ensure your site staff read and understand the operating, maintenance and safety information, and use the equipment in a safe manner.
- You are responsible for the safe operation of the equipment and the safety of your staff.
- At the conclusion of the use of the equipment, please clean the equipment, repack it for transportation and return it to Geofabrics.
- Please advise if there are any missing parts. All equipment usage must be in terms of Geofabrics' Equipment Hire Agreement. You will be charged for any damaged or missing components.

MEGAFLO® DISPENSING SYSTEM - OPERATING & SAFETY INSTRUCTIONS

WARNING !

- Any alterations to this hire equipment may prove dangerous to the operator and will be in breach of the Equipment Hire Agreement.
- Service must only be performed by an authorised Geofabrics service organisation or representative.
- Please contact your nearest Geofabrics branch for return of this equipment or servicing if it is found to be faulty.
- All hire related documentation, operational & safety instructions are available on the company website (www.geofabrics.com.au).
- The Megaflo® Dispensing System (consisting of a trailer and frame) has been designed to assist customers with the installation of Megaflo® storm water piping.



Pre-operational considerations:

- Before operating the Megaflo® Dispensing system (trailer and frame), it is important that you read and understand the maintenance and safety precautions outlined below and in the Equipment Hire Agreement document (Use and Maintenance).
- Contact your nearest Geofabrics branch if you do not understand any of the instructions in this document.
- Do not operate towing vehicles if tired, operators must be in good physical and mental condition.

Site Conditions:

- Load and unload on level surfaces.
- Towing speeds should be very low due to the nature of Megaflo® Dispensing operations. However, when laying Megaflo® piping in wet weather, consider slippery conditions and the slope of the ground as a potential for having the trailer slip or slide away from the tow direction.
- Where other construction vehicles or plant are in operation, ensure the tow vehicle is highly visible to other traffic.

Safety Precautions and Working Techniques:

- **A Safe Work Method Statement (SWMS) should be prepared by the user of the MEGAFLO® Dispensing System equipment for each work site.**
- Allow a greater braking distance and turning circle when towing the trailer.
- Establish an exclusion zone of at least two metres around the sides and rear of the trailer when in operation to prevent people being struck by the moving vehicle and trailer combination.
- Do not use the Megaflo® Dispensing System for any other application than its intended purpose.
- Do not abuse the Megaflo® Dispensing System in any way which may result in personal injury and/or damage to the equipment.
- Check the condition of the Megaflo® Dispensing System before each use for any damage. If the behaviour of the Megaflo® Dispensing System changes, check it immediately and return it to Geofabrics for service if necessary.
- Never modify the Megaflo® Dispensing System in any way.
- Do not exceed the speed limit for the trailer or the towing vehicle.
- Do not allow people or animals to travel in the trailer.
- Do not overload the trailer.
- Ensure the work environment is well lit with all aspects of the job easily seen and discernible.
- Ensure the safety chain is attached to the towing vehicle.
- Ensure the tow hitch is secure on the tow ball of the towing vehicle.
- Check all towing vehicle and trailer indicating lights are working.
- Ensure that no safety chains or leads can drag on the ground while towing.
- Activate the brakes or chock wheels when disconnecting the Megaflo® trailer from the towing vehicle.
- Never leave a towing vehicle running whilst unattended.
- Do not allow unlicensed drivers to drive any vehicle with Geofabrics' equipment attached.
- Do not take the frame out of the trailer for any reason.

Handling Megaflo® Rolls:

- Due to the weight of the Megaflo® rolls being between 60 and 120 kilograms (refer image 1), it is important for all appropriate materials handling practices to be employed. It is preferred that a forklift or similar piece of lifting apparatus be used to lift the Megaflo® roll onto the dispensing unit.
- When rolls are being loaded onto the dispensing unit's pole, the hirer must ensure that plant operators do not operate when there are other personnel near the activity. A 3 metre exclusion zone should be enforced around the trailer when a Megaflo® roll is being positioned onto the Megaflo® Dispensing Unit.
- Where mechanical lifting aids or plant cannot be sourced to enable Megaflo® rolls to be lifted onto the dispensing unit, manual handling practices need to be adopted to address the a) cumbersome/awkward nature of the load, b) the weight of the load, and c) the lack of suitable footholds on the trailer. Manual handling practices must therefore include adequate numbers of people to assist with the lift (minimum 4 people for 60kg rolls and 6 people for 120kg rolls), and must avoid stretching, bending and twisting movements for any people assisting with the lift. All lifting must be performed from ground level in a coordinated fashion.

Product Name	Weight/Roll
MEG PANEL 170MM DEEP X 100LM	55.7 kgs
MEG PANEL 170MM DEEP X 50LM	27.85 kgs
MEG PANEL 300MM DEEP X 100M	105 kgs
MEG PANEL 300MM DEEP X 50M	52.5 kgs



Image 1 - Megaflo® rolls

MEGAFLO® DISPENSING SYSTEM - OPERATOR'S MANUAL

Trouble Shooting Guidelines:

- If lights don't work:
 - o Check plug and wiring on trailer have not become disconnected.
 - o Check tow vehicle electrical circuitry for faults (fuses, socket wiring, loom connections).
 - o Check light globes have not been damaged or are blown.
- Do not attempt repairs yourself. Contact a Geofabrics branch or representative.
- If a tyre is punctured, contact Geofabrics for advice.

Maintenance:

- All maintenance on the MegaFlo® Dispensing System is to be performed by Geofabrics nominated technicians. Hirers are not to perform any maintenance related activities on the MegaFlo® Dispensing System.

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