



# TRAINING OUTLINE

**COURSE TITLE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_ **INSTRUCTOR:** \_\_\_\_\_

**LOCATION:** \_\_\_\_\_ **TIME:** \_\_\_\_\_ **COMPANY:** \_\_\_\_\_

*Safety training was conducted on the above date by the instructor indicated. The following line items identify the topics covered during the training session.*

## SUMMARY OF TRAINING

### 1) Introduction

- a) Statistics
- b) Standards
- c) Why Training

### 2) Anatomy & Components

- a) Warning Symbols
- b) Trimmers & Weed Whackers
  - i. Air Intake Vents
  - ii. Trimmer Line
  - iii. Trimmer Head
  - iv. Line Limiting Blade
  - v. Shaft
  - vi. Hedge Trimmer
  - vii. Blade

#### c) Aerators & Dethatches

- i. Thatch
- ii. Manual Dethatching
- iii. Pull-Behind Dethatcher
- iv. Safety Chains
- v. Tines

#### d) Saws

- i. Chainsaw
- ii. Kickback
- iii. Brush Cutter
- iv. Balance
- v. Blade/Disc
- vi. Pole Saw

#### e) Wood Processing

- i. Wood Chipper
- ii. Chute



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- iii. Hopper
- iv. Blades
- v. Chip Bin
- vi. Feed Roller
- vii. Flow Control Valve
- viii. Control Bar
- ix. Log Splitter
- x. Tonnage
- xi. I-Beam
- xii. Wedge
- xiii. Pump
- xiv. Fluid
- xv. Stump Grinder
- xvi. Operator Presence Lever
- xvii. Grinder/Teeth
- f) Blowers
  - i. Leaf Blower
  - ii. Boost Button
  - iii. Cruise Control
  - iv. Fan
  - v. Snow Blower
  - vi. Auger
  - vii. Chute
  - viii. Scraper Bar
  - ix. Skid Shoes
  - x. Shear Pins
- g) Hand tools
  - i. Hand Saw
  - ii. Loppers
  - iii. Shears
  - iv. Machete
- h) Other Tools
  - i. Tiller
  - ii. Starting Lever
  - iii. Front vs. Back
  - iv. Tines
  - v. Chain Case
  - vi. Edger



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- vii. Blade
- viii. Sod Cutter
- ix. Levers
- x. Depth Control Knob
- xi. Blade
- xii. Spreader
- xiii. Hopper
- xiv. Chute
- xv. Discs
- xvi. Flow Lever
- xvii. Sprayer
- xviii. Nozzle/Wand
- xix. Tank
- xx. Pump
- xxi. Pressure Gauge
- xxii. Attachments
- xxiii. Pressure Water
- xxiv. PSI
- xxv. Nozzle
- xxvi. Water Inlet
- xxvii. Water Inlet Screen
- xxviii. Water Pump
- xxix. Hose
- i) Lawn Mowers
  - i. Riding Mower
  - ii. Interior
  - iii. Exterior & Underside
  - iv. Zero-Turn
  - v. Throttle
  - vi. Clutch
  - vii. Choke
  - viii. Power Take-Off
  - ix. Mower Deck
  - x. Safety Devices, Seat Belt
  - xi. Grass Chute
  - xii. Pulleys & Belts
  - xiii. Blades
- j) General Anatomy & Inspection



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- i. Operator's Manual
- ii. Starter Cord
- iii. Handles
- iv. Bail/Front Handle
- v. Trigger Lock
- vi. Nuts, Bolts
- vii. Muffler
- viii. Hydraulics
- ix. Tires/Wheels
- x. Guard/Shield
- xi. Controls
- xii. Engine Check
- xiii. Spark Plug
- xiv. Spark Arrester
- xv. Valves
- xvi. Air Filter
- xvii. Oil & Fuel
- xviii. Labels
- xix. Lights
- xx. Protective Structures
- xxi. Hoods
- xxii. Electric vs. Gas
- xxiii. Lawn Diseases

## **k) Principles of Stability**

- i. Balance & Leverage
- ii. Center of Gravity
- iii. Dynamic Conditions
- iv. Slopes
- v. Proper Seating
- vi. Grip
- vii. Stance
- viii. Ground, Site Conditions

## **l) Safe Operations**

- i. Training
- ii. Operator's Manual
- iii. Know Your Machine
- iv. Automated Hand Tools
- v. Operating Below Waist



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- vi. Chemicals
- vii. HazCom
- viii. Pesticides/Herbicides
- ix. Nozzles
- x. Lawn Mowers
- xi. Steering Wheel vs. Zero-Turn
- xii. Park Brake
- xiii. Controls
- xiv. Gas Pedal
- xv. Blades
- xvi. Fueling
- xvii. Operating
- xviii. Mounting & Dismounting
- xix. Direction
- xx. Turning
- xxi. Speed
- xxii. Backing Up
- xxiii. Transporting
- xxiv. Other Precautions
- xxv. Weight
- xxvi. Pace
- xxvii. Extension Cords
- xxviii. Siphoning Gas
- xxix. Seatbelts
- xxx. PPE
- xxxi. Know Your Worksite
- xxxii. Trees
- xxxiii. Wet Grass
- xxxiv. Pedestrians
- xxxv. Traffic
- xxxvi. Other Site Considerations
- xxxvii. Lighting
- xxxviii. Finishing
- xxxix. Compost
- xl. Communication & Hand Signals

## m) Common Hazards

- i. Accident Profiles
- ii. Distractions



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- iii. Overheating
  - iv. Kickback
  - v. Back Injuries
  - vi. Vibrations
  - vii. Raynaud's Syndrome
  - viii. Carbon Monoxide Poisoning
  - ix. Power Lines/Electrocution
  - x. Glass
  - xi. Plastic & Other Debris
  - xii. Bites & Stings
  - xiii. Poisonous Plants
  - xiv. Heat Stress
  - xv. Cold Stress
  - xvi. Fatigue
  - xvii. Emotional/Physical Health
- n) Conclusion