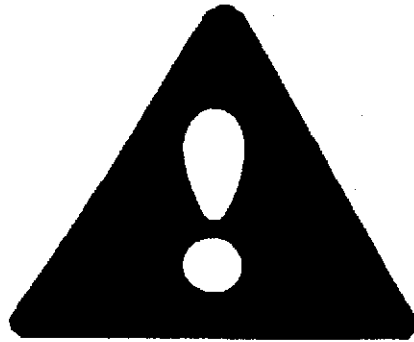


The **Sandbagger** Corp.



# **Safety/Operational Manual**

---

# Contents

Forward .....	3
Safety Alert Symbol .....	4
Safety First .....	5
A Word to the User .....	8
Follow a Safety Program .....	9
Prepare for Safe Operation .....	13
Work Safely .....	15
Loading the Machine .....	17
Filling Bags .....	18
Test Your Knowledge .....	20
Maintenance Illustration .....	21
A Final Word .....	23

# **Forward**

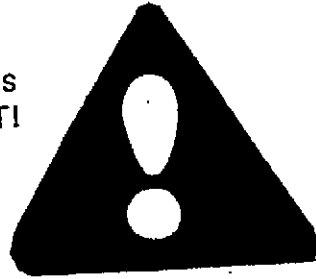
## **Operation, Safety & Maintenance**

### **READ AND UNDERSTAND THIS ENTIRE MANUAL BEFORE OPERATING THIS MACHINE**

This manual is intended to instruct the user how to operate this machine and to point out some of the basic safety situations which may be encountered during the normal operation and maintenance of your machine. Additional precautions may be necessary depending on conditions at the worksite or in the service area. The manufacturer has no direct control over machine application, operation, lubrication, or maintenance. Therefore, it is your responsibility to use good safety practices in these areas. Other information which may effect the safe operation of your machine may be contained on safety signs, or in insurance requirements, company safety programs, safety codes, local, state, and federal laws, rules and regulations.

## **Safety alert symbol**

This Safety Alert Symbol means  
**ATTENTION! BECOME ALERT!  
YOUR SAFETY IS INVOLVED!**



The Safety Alert Symbol identifies important safety messages on machines, safety signs, in manuals, or elsewhere. When you see the symbol, be alert to the possibility of personal injury or death. Follow the instructions in the safety message.

**Why is SAFETY important to You?**

**3 BIG REASONS:**

- **ACCIDENTS DISABLE AND KILL**
- **ACCIDENTS COST**
- **ACCIDENTS CAN BE AVOIDED**

# **SAFETY FIRST**

**BE CAREFUL!** Human error is caused by many factors: carelessness, fatigue, preoccupation, drugs and alcohol to name a few. For your safety and the safety of others, encourage your fellow workers to act safely.

**PROTECT YOURSELF!** Wear protective clothing and personal safety devices such as: a hard hat, safety shoes, safety glasses, heavy gloves and a filter mask in dusty conditions.



1. Do not wear loose clothing, neckties or jewelry while operating this machine.



2. This machine is intended to be used on a flat, level surface only. Loading on a slope or uneven ground could cause the machine to tip over causing serious injury or death.



3. This machine should be loaded by an experienced heavy equipment operator using a loader that has a bucket width not exceeding the width of the hopper.



4. Never stand or pass under a raised loader bucket. An equipment malfunction or human error could cause the bucket to drop resulting in serious injury or death.



5. Never put hands in the chutes or the hopper while the engine is running.



6. One chute operator per filling station only.



7. Chute operators must move a minimum of 10' away from the machine while the hopper is being loaded.



8. Never move the machine with a loaded hopper. Empty hopper before moving the machine.



9. Never push or drag the machine. Use the lift hooks. Workers should stand clear of the machine while it is being moved.



10. Never operate machine with chain guards removed. Serious injury could result.



11. Operate this machine only in a well ventilated area. Gasoline engines produce carbon monoxide gas which could cause serious illness or death in an enclosed area.



12. Never open safety grid with engine running.

## **A word to the user/operator**

It is YOUR responsibility to read and understand the safety manual and the manufacturer's manual(s) before operating this machine. This safety manual takes you step-by-step through your working day.

Remember that YOU are the key to safety. Good safety practices not only protect you but also protect the people around you. Study this manual. Make them a working part of your safety program. Keep in mind that this safety manual is written for only this type of machine. Practice all other usual and customary safe working precautions, and above all —

**REMEMBER - SAFETY IS UP TO  
YOU  
YOU CAN PREVENT SERIOUS INJURY OR DEATH**



# Follow a safety program

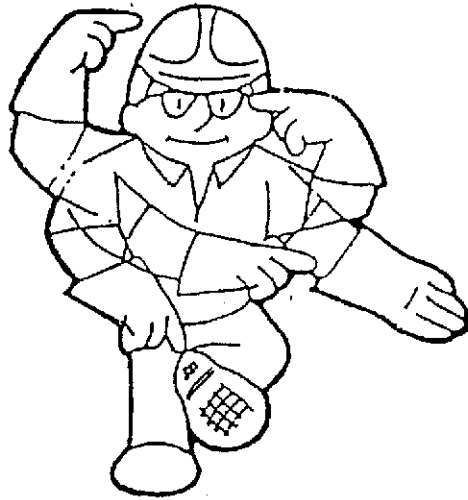
## Protect Yourself

Wear all the protective clothing and personal safety devices issued to you or called for by job conditions.

You may need:

- A hard hat
- Safety shoes
- Safety glasses, goggles, or face shield
- Heavy gloves
- Hearing protection
- Reflective clothing
- Wet weather gear
- Respirator or filter mask

Wear whatever is needed, don't take chances.



**WARNING:** Do NOT wear loose fitting clothing, flopping cuffs, dangling neckties or scarves, or rings and wrist watches that can catch in moving parts.

**Use your head — and your hard hat.**

## **Follow a safety program**

### **Be Alert!**

Know where to get assistance. Know how to use a first aid kit and fire extinguisher/fire suppression system.

### **Be Aware!**

Take advantage of training programs offered.

### **Be Careful!**

Human error is caused by many factors: carelessness, fatigue, overload, preoccupation, drugs, and alcohol to name a few. Damage to the machine can be fixed in a short period of time, but injury, or death, has a lasting effect. For your safety and safety of others, encourage your fellow workers to act safely.

### **For Safe Operation**

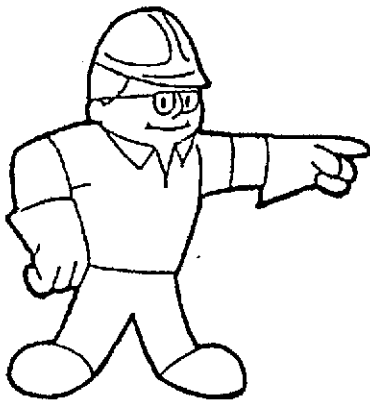
For safe operation of this machine, you must be qualified and authorized operator. To be qualified, you must understand the written instructions supplied by the manufacturer, have training, including actual operation of this machine and know the safety rules and regulations for the jobsite.

On the job, an operator must not use drugs or alcohol which can impair his alertness or coordination. An operator on prescription or over-the-counter drugs need medical advice regarding whether or not he can safely operate machines.

### **Know The Rules**

Most employers have rules governing operation and maintenance of equipment. Before you start work at a new location, check with your supervisor or the safety coordinator. Ask about rules you may be expected to obey.

## Follow a safety program



**Know the rules — Live by them**

### Know The Rules (Continued)

These are some of the rules you must work by:

- Know the capacity and operating characteristics of this machine.
- Never modify or remove any part of the machine (except for service).
- Fasten your seat belt/restraint (if equipped) before you start.
- Never allow riders on your machine.
- Keep others away from your operation.
- Carry the load low.
- Whenever you leave your machine, always lower the loader bucket, blade or other attachments. Engage the parking brake, stop the engine, cycle the hydraulic controls, and remove the key.

Make sure you understand the rules covering traffic at your jobsite. Know what all signs, flags, and markings mean. Understand hand, flag, horn, whistle, siren and bell signals. Know when to use lights, turn signals, flashers, horns and beacons.

## **Follow a safety program**

### **Know Your Equipment**

Know your machine. Know how to operate all equipment on your machine. Know the purpose of all the controls, gauges, and indicators. Know the rated load capacity and operating clearances. Keep in mind that rain, snow, ice, loose gravel, soft ground, etc., change the operating capabilities of your machine. Study the DANGER, WARNING, and CAUTION safety signs on your machine and the information signs too.

STUDY THE MANUAL BEFORE STARTING THE ENGINE. IF THERE IS NO MANUAL WITH MACHINE – GET ONE. STUDY IT BEFORE YOU START WORK.

IF THERE IS SOMETHING IN THE MANUAL YOU DON'T UNDERSTAND, ASK YOUR SUPERVISOR TO EXPLAIN IT TO YOU.

**IMPORTANT:** This manual covers safe practices for sandbagging. If your machine is equipped with other devices or special accessories, read the operating and safety manuals pertaining to that equipment before using it.



**Respect your equipment. Make sure you know how it operates.**

# Prepare for safe operation

## Check the Machine

Before you begin your workday, you should inspect your machine and have all systems in good operational condition. Do not operate the machine until all deficiencies are corrected.

- Check for broken, missing or damaged parts. Make necessary repairs.
- Perform all maintenance procedures outlined by the manufacturer of your machine.
- Check the hydraulic system. Repair any leaks.



**WARNING:** Diesel fuel or hydraulic fluid under pressure can penetrate the skin or eyes and cause serious injury, blindness or death. Fluid leaks under pressure may not be visible. Use a piece of cardboard or wood to find leaks but do not use your bare hand. Wear a face shield or safety goggles for eye protection. If any fluid is injected into the skin, it must be surgically removed within a few hours by a doctor familiar with this type of injury.

## Use Caution When Fueling



**WARNING:** Never fill the fuel tank with the engine running, while smoking, or when near an open flame.

Never overfill the tank or spill fuel. If fuel is spilled, clean it up immediately.

Ground the fuel funnel or nozzle against the filler neck to prevent sparks and be sure to replace the fuel tank cap.

**Don't fool with fuel.**

**Safe operation begins with a safe operator.**

## **Prepare for safe operation**

### **Know The Working Area**

Learn — beforehand — as much about your working area as possible

- Location of slopes.
- Holes, obstructions, mud or ice.
- Heavy traffic.
- Thick dust, smoke, fog.
- Never work under power line.



**WARNING:** Never work under power lines with any part of your machine unless all local, state/provincial and federal (OSHA) required safety precautions have been taken. Use extreme caution.

When operating machine inside a building, know your machine dimensions, know what clearances you will encounter — overhead, doorway, aisles, etc.; also, the weight limitations of floors and ramps. Make sure there is sufficient ventilation for inside operation.

**What you don't know CAN hurt you.**

## **Work Safely**

**TRANSPORTING:** When transporting the machine via truck or trailer, always bind down to prevent accidents.

**MOVING THE MACHINE:** Always move the machine using the lift rings located inside the hopper using a 3/8" hi-test or larger chain and two hooks.



1. This machine should be loaded by an experienced heavy equipment operator using a loader that has a bucket width not exceeding the width of the hopper.



2. Never move the machine with a loaded hopper. Empty hopper before moving.



3. Never push or drag the machine. Use the lift hooks. Workers should stand clear of the machine while it is being moved.

**PLACEMENT OF THE MACHINE FOR OPERATION:** Place the machine on a flat level surface, in a well ventilated area, close to the sand stockpile allowing the loader to operate in a safe work zone clearly marked or barricaded away from other workers. Allow space for stacking filled bags.



1. This machine is intended to be used on a flat level surface only. Loading on a slope or on uneven ground may cause the machine to tip over causing serious personal injury or death.



2. Operate this machine only in a well ventilated area. Gasoline engines produce carbon monoxide gas which can cause serious illness or death in an enclosed area.



**LOADING THE MACHINE:** Start engine and allow it to warm up for a minimum of two minutes. Approach the machine slowly with a loaded bucket raised to just above the hopper. Dispense sand into the center of the hopper slowly to avoid tipping or clogging of the machine. **DO NOT** overload the hopper.



1. This machine should be loaded by an experienced heavy equipment operator using a loader that has a bucket width not exceeding the width of the hopper.



2. Never stand or pass under a raised loaded bucket. An equipment malfunction or human error could cause the bucket to drop resulting in serious injury or death.



3. Chute operators must move a minimum of 10' away from the machine while the hopper is being loaded.

## **Filling Sandbags: (Gravity Model)**

Place the bag opening under the swing gate on the bottom of the chute. Depress the foot pedal to open the swing gate and dispense the desired amount of sand into the bag. Release the foot pedal and remove bag.



1. Do not wear loose clothing, neckties, or jewelry while operating this machine.



2. One chute operator per filling station.

If clogging occurs: Probe the sand in the hopper with a trench spade toward each chute cavity.

## **Filling Sandbags: (Auger Model)**

All four stations must be occupied by an operator. Place the bag opening under the swing gates at the bottom of the chute. Depress the foot pedals to open all four swing gates. Move the auger control valve lever to the up or down position. Release each pedal when the bags are filled. If the sand ceases to flow or the auger stops turning, move the control valve to the opposite direction. Repeat as necessary.

If the auger continues to turn and no sand falls from the chutes, the sand has bridged over. Turn engine off, raise safety grid and probe the sand to collapse the bridge. If the auger will not turn, the hopper has been overloaded. Shut engine off, raise the safety grid and shovel out excess sand. Close the safety grid. Start the engine and resume filling.



1. Never put hands in the chutes or the hopper while the engine is running.



2. One chute operator per filling station only.



3. Never open safety grid with engine running.

## Test your knowledge

Now that you have read this safety manual, do you understand. . .

- Your safety program?
- Your machine manual(s)?
- Proper clothing and personal safety equipment?
- Your machine's controls, warning signs, devices, and safety equipment?
- How to properly inspect, mount, and start your machine?
- How to check your machine for proper operation?
- Your work area and any special hazards that may exist?
- Proper operating procedures?
- Operating safety precautions?
- Proper loading and unloading procedures for transporting?
- Under what conditions you should not operate your machine?
- Proper maintenance procedures?



**You MUST know these for your safety.**



## **DANGER**



Read instructions before operating the Sandbagger.

This machine can be dangerous if used carelessly.

To reduce risk of fire, keep motor area clean and free from spilled gas, oil and all other debris.

## **SAFETY**

- Never stick hands or instruments into the discharge shoots.
- Never enter the hopper area while motor or auger are operating.
- Always keep all safety shields in place.
- Always turn off gasoline engine before performing maintenance.

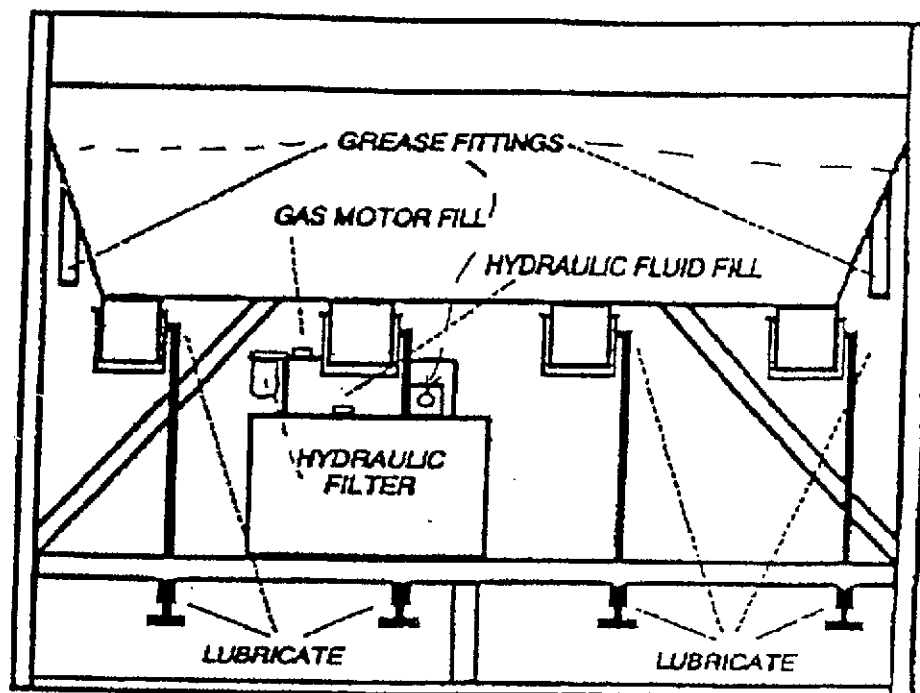
## **OPERATING**

- Always check fluid levels before operating.
- Fill hoppers slowly to prevent compaction and bridging of material.
- Use two hands to position and hold sand bag while utilizing foot pedal to fill to desired amount.

## **MAINTENANCE**

- Remove protective housing cover to grease fittings every 8 to 12 hours.
- Change oil filter and change hydraulic oil every 500 hours maximum.
- Keep all pivot points well lubricated.
- See separate manual for gas motor.

## Kanzler Sandbagger with Motorized Auger (MA)



## **A Final Word to the User**

You have just finished reading the Sandbagger Safety Manual. It is impossible for this manual to cover every hazardous situation you may encounter. But, your knowledge of these safety precautions and your adherence to the basic rules of safety will help build good judgement in all situations. Our objective is to help you develop good safety habits and make you a better Sandbagger operator.