

Standard Operating Procedure ATV CF Moto Quad Vehicle



Equipment Description

The CF Moto U550 is 2 person off road utility that features a powerful 500cc engine, selectable 2WD/4WD, high and low range, differential lock, independent front and rear suspension, alloy wheels, ROPS approved roll cage and gas assisted tip tray

Technical Specification

Model: CF Moto U550
Weight: 560kg
Fuel type: Unleaded 4 stroke
Engine: 4 stroke Liquid cooled 4 valve SOHC 500cc single cylinder engine.
Load capacity: 310kg excluding driver and passenger.

Health and Safety



To safely operate this equipment the above PPE is required.

Safe Operating Requirements

- Ensure adequate Personal Protective Equipment (PPE) is worn – as detailed above.
- Only ATV licensed personnel are permitted to operate AMOSC ATV's.

Operational Instructions

Prior to Operation: External Checks

- Check tyre pressure and condition. Inflate front tyre pressures to 10PSI and rear tyre pressure to 14PSI.
- Check wheels and wheel nuts for damage. Ensure wheel nuts are tight.
- Check cleanliness of the radiator to ensure it is not blocked with debris.
- Check the engine oil level and top up as required.
- Check the coolant level and top up as required.
- Inspect the air filter and ensure it is clear of debris. Blow out with a compressor to ensure it is in good condition, and replace if necessary.
- Inspect the drive shaft boots to check that they are not damaged and in good condition.
- Ensure cargo including operator, passenger and added cargo does not exceed 310kg. Ensure cargo is sufficiently tied down in the rear cargo box and ensure a vehicle load checklist has been performed when any load is being transported.
- When towing a trailer, ensure the load capacity does not exceed 310KG and ensure the trailer is securely hitched to the tow ball assembly.
- Check to make sure the rear cargo box is securely latched prior to operating the vehicle.
- Check underneath the vehicle for any debris on chassis or in suspension and clean them/remove them prior to operation.
- Check cleanliness of headlights, taillights, turn signal lamps, position lights and reflectors.
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Prior to Operation: Internal Checks

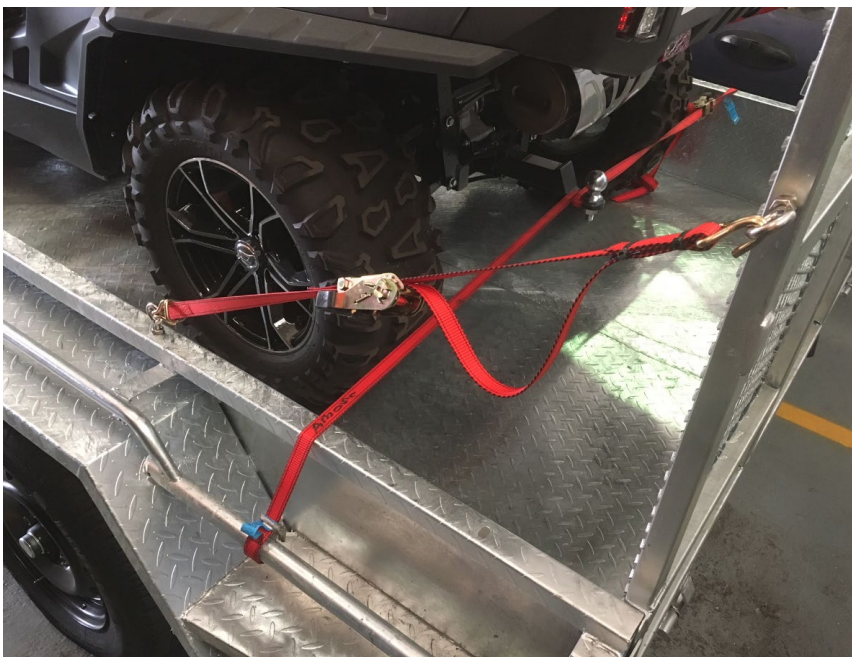
- Check the operation of indicator lights on the dashboard.
- Check for messages on the dashboard.
- Check operation of the hazard lights.
- Check to ensure seat is properly latched.
- Check to ensure side door is properly latched.
- Ensure seat belt/safety restraint is operable, not chaffed and in good condition,
- Press the throttle peddle a few times to ensure it operates freely and it returns to the rest position when released.
- Press the brake pedal and make sure you feel firm pressure under the peddle. Ensure the peddle freely returns to position when released.
- Ensure adequate fuel is in the unit by checking the dashboard readout.
- Check the operation of the horn.
- Adjust the mirrors to the correct position.
- Ensure that the overhead flashing light is in operation prior to driving.

Prior to Operation: After the engine has been started

- Check if the steering operated freely by completely turning it from side to side.
- Turn the ignition switch to OFF to verify that the engine will shut down. Restart the engine.
- Check the operation of the shift level (P, R, N, H and L). Ensure the brake is depressed while testing.
- Check the operation of 2WD/4WD and 4WD/Lock switches.
- Drive forward or backward slowly and apply the brake fully to come to a complete stop. The brake must respond adequately to the driver inputs.
- Never run the vehicle in poorly ventilated or partially enclosed areas to avoid carbon monoxide poisoning.

Loading/Unloading the ATV onto the trailer:

- Ensure the trailer has been correctly fitted to the hitch of a vehicle prior to loading the ATV.
- **NEVER attempt to load or unload the ATV when the trailer is not securely connected to a vehicle.**
- Lower the rear door of the trailer to the ground.
- Carefully drive the ATV up the ramp onto the back of the trailer.
- Ensure the front wheel of the ATV are touching the front wall of the trailer.
- Ensure the front wheels are aligned straight ahead.
- Shift the gear selector to the park position and apply the parking brake,
- Turn off the ignition.
- Lift the rear door up and secure it with the provided ratchet clamps. Tie the rear of the vehicle down as per the below image.



- Tie down the front of the vehicle as per the below image.



Using the Front Mounted Winch: General Safety Information

<p>Do Not</p>	<ol style="list-style-type: none"> 1. Never lift people or hoist loads over people. 2. Do not lift loads vertically. The winch was designed for horizontal use only. 3. Do not overload. For large loads, it is recommended that the use of a pulley block to double line the wire rope. 4. Do not attempt to prolong pulls of heavy loads. The electric winch is designed for intermittent use only and should not be used in a constant duty application. The duration of the pulling job should be kept as short as possible. If the winch motor becomes hot to touch, stop the winch and let it cool down for several minutes. 5. Never pull for more than one minute at or near the rated load. 6. Never winch with less than 5 turns of wire rope around the winch drum since the wire rope end fastener may not withstand full load. 7. Never hook the wire rope back on itself as this will damage the wire rope while pulling loads. <ul style="list-style-type: none"> - Do not move the vehicle top assist the winch to pull its load. The combination of both forces could overload the wire rope and the winch. - Never work on or around the winch drum when winch is under load. Keep at least 1.5m away from the winch drum during operation. - Do not cross over or under the wire rope when the winch is under load. - Never release the free spool clutch when there is a load on the winch - Do not operate the winch when under the influence of drugs, alcohol or medication. Always stay alert during the operation. - Never machine or weld any part of the winch. Such alterations may weaken the structural integrity of the winch and could void the warranty. -
<p>Avoid</p>	<ul style="list-style-type: none"> - Avoid continuous pull from extreme angles as this will cause the wire rope to pile up on the end of the drum. This could jam the wire rope in the winch causing damage to the wire and or winch.
<p>Note</p>	<ul style="list-style-type: none"> - Be sure the input voltage between the terminals of motor is always 12V DC in order to reach the max rated line pull during the operation. - Ensure the winch is securely mounted to the vehicle prior to winching operations. - When moving a load, slowly take up the wire rope slack until it becomes taut. Stop and recheck all winching connections. Be sure the hook is properly seated, and if using a nylon sling, check the attachment to the hook. - While winching, ensure to use the provided winch blanket dampener. This should be placed close to the hook end. If a rope failure occurs, the dampener will help prevent the rope from whipping back. - When using the winch to pull the vehicle from a bog, ensure vehicle is in neutral and the engine is running. If considerable winching is performed with the engine off, the battery may be too weak to restart the engine. - Always stand clear of the wire rope, hook and winch while in operation. - Inspect the wire rope and equipment frequently. A frayed wire rope with broken strands should be replaced immediately. Use only factory approved switches, remote controls and accessories. Use heavy leather gloves when handling wire rope. Do not let the wire rope slide through your hands. - After using the winch, re-spool the cable around the drum tightly. The use of safety glasses is mandatory while using the winch. -

Using the Front Mounted Winch: General Operation

- Pull and turn the clutch knob to the "OFF" position so that the drum can turn freely by hand.
- Grab the cable assembly hook and pull the cable to the desired length using the attached synthetic tail. **Ensure that there is at least 5 turns of wire on the spool drum prior to using.**
- Engage the clutch by turning the clutch knob to the "IN" position. **The Clutch must be fully engaged before winching. Never engage the clutch knob while drum is turning.**
- Push and hold the "Cable In" button on the handheld control to pull the wire back in and begin winching operations.
- Push and hold the "Cable Out" button to reverse the direction of the winch. Wait until the motor stops before reversing the directions.
- Ensure that the winch blanket dampener is used whenever the winch is under load.

ATV Driver qualifications:

As a minimum AMOSC requires all drivers to:

- Hold a current Nationally recognised Drivers Licence
- Have completed a training program that is of a nationally accredited standard. This program is to be of a qualification no less than ACHMOM212 Operate Side x Side Vehicle. (Training provider for the above within Victoria is HART Ph: 0392701393)

Refuelling of the ATV:

- Refuel as per SOP 1004 Ops; Engine refuelling.
NOTE: Minimum fuel to be left in ATV is ½ of a tank at all times

Additional Information

Maintenance

- All maintenance and repairs are to be completed in accordance with either the manufacturer or AMOSC procedures.
- All equipment must be left in an operational condition when not in use.
- All defects must be repaired immediately or the equipment be "tagged out" for maintenance and repair.

Related Documents:

AMOSC HSSE Plan
PN08 - HSSE Policy
SOP 1004 Ops; Engine Refuelling
SOP 1003 Ops; Transporting Equipment to/from Warehouse
SOP 1002 Ops; Loading and Securing of Cargo
PN 11 AMOSC Vehicle Use Policy (AMOSC Vehicle Checklist / AMOSC Load Assessment Checklist)