

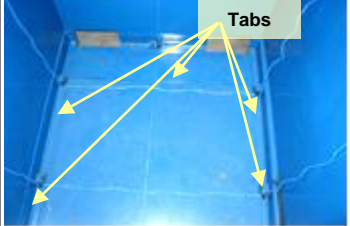






Special Reminders	Procedure Overview	Instructions & Explanations	Photos
<p>Dept: Backdock Supervisor: Head reserve stockhand</p> <p>⚠️ 1 Ensure surrounding area is clear.</p> <p>⚠️ 2 Do Not operate or press CYCLE button without sufficient material in Autobaler</p> <p>⚠️ 3 Open all doors slowly. Bottom door has tendency to spring out fast under bale pressure and top door can rebound back. Always stand to the side when opening doors.</p> <p>I₁ Ensure the fingers are in up position before opening the bottom door. If the fingers are down, close both doors then turn Autobaler ON & press RETRACT button.</p> <p>I₂ Cut twines to length.</p> <p>I₃ Paper and cardboard only.</p> <p>👤 Additional person(s) required</p> <p>📷₁ Picture on front side</p> <p>📷₁ Picture on reverse side</p> <p>📖 Refer requisite handbook to order tools & materials listed on reverse side</p>	<div style="background-color: orange; color: white; padding: 5px; margin-bottom: 10px;">DO NOT operate autobaler unless you have been trained & authorised to do so.</div> <div style="border: 1px solid blue; padding: 5px; margin-bottom: 10px;">1 Initial stringing (If required)</div> <div style="border: 1px solid blue; padding: 5px; margin-bottom: 10px;">2 Stringing the baler and tying the loops</div> <div style="border: 1px solid blue; padding: 5px; margin-bottom: 10px;">3 Starting & loading the baler</div> <div style="border: 1px solid blue; padding: 5px; margin-bottom: 10px;">4 Tying off the bale</div> <div style="border: 1px solid blue; padding: 5px; margin-bottom: 10px;">5 Ejecting the bale</div> <div style="border: 1px solid blue; padding: 5px;">6 Moving the bale.</div>	<ol style="list-style-type: none"> 1.1 Ensure the compressing metal fingers are in up position. I₁ 1.2 Turn the key switch to OFF position. ⚡₁ 1.3 Place balls of twine in the cage & draw string from centre of one ball. 📷₁ 1.4 Open door, cut each twine to size & tie off twice as per 2.1 📖 ⚡₃ ⚠️ 1, making a double knot so should you need to cut to remove when the bale is tied off you still have a loop to thread the other end 1.4.1 Cut to length & tie two twines on the sides & one twine at rear of press. 📷₂ 1.5 From the chamber, insert the two side twines through the “brackets” 📷₁. <ol style="list-style-type: none"> 2.1 Make one knot at 7cm & another knot at 20cm & attach the top loop to the hook. ⚡₃ 2.2 Draw twine down & under the tabs on the floor of the baler. (Try to keep twines firm) 📷₂ 2.3 Draw the rear twine end approximately 3metres and running it under the rear & front tabs, then up the inside of the bottom door. 2.4 Close the bottom door, turn the handle and lock it. Tie rear end twine to the slot tab. ⚡₂ 2.5 Close the top door and lock the handle into latch. ⚡₂ <ol style="list-style-type: none"> 3.1 Turn ON the baler. 3.2 Load cardboard for crushing. Press start cycle button. ⚠️ 2 I₃ 3.3 If the bale is full, BALE FULL indicator light will illuminate in LED screen. 3.4 Press the CYCLE button ONLY ONCE to tidy bale for tying off. 3.5 With metal fingers in horizontal position and key switch in OFF position, open the top door. ⚠️ 1 <ol style="list-style-type: none"> 4.1 Unhook twine from HOOKS – Cut top loop if necessary 4.2 Detach twine from both sides and tie off the bale. 4.3 Tie the bale using two side and one rear twines. Thread loose end through loop, pull it tight and tie off. 📷₄ <ol style="list-style-type: none"> 5.1 Close and latch the top door and press the CYCLE button to raise the metal fingers vertical. ⚡₁ 5.2 Raise handle and open the top door. ⚠️ 1 5.3 Stand on the power board side of the door and open the bottom door slowly. ⚠️ 1, ⚠️ 3 5.4 Insert bale removal trolley forks. 5.5 Pull back on trolley handle and remove bale ⚠️ 1 ⚡₁ <ol style="list-style-type: none"> 6.1 Move the bale to storage area. 6.2 Get additional help. Transfer bale from trolley to a pallet by leaning the trolley forwards or tipping forward. 📷₅ 👤 6.3 Set up twines for next bale (2.1 to 3.3). Close bottom door first, then top door and lock them. ⚡₂ 	<p>📷₁ Initial Stringing</p>  <p>Twine cage</p>  <p>Twine support bracket</p> <p>Rear domed hook, attach double knot same as sides.</p> <p>📷₂ Stringing for the bale</p>  <p>Tabs</p> <p>📷₃ Loading the baler</p>  <p>📷₄ Tying the bale</p>  <p>📷₅ Removing the bale</p>  <p>📷₆ Relocating the bale</p> 

TRETWEY AUTOBALER MODEL: T100 & 200B & BC		Preceda Code	SOP
STANDARD OPERATING PROCEDURE (SOP)		SOP #	

🔧 Tools & Materials Required 📄

ID	Qty	Description
1	3	Superlash 8 twine – 250kg Breaking strength
2	1	Twine cutter
3	1	Bale transport trolley

👤 People

- ❖ Trained and authorised staff only.

✓ Pre-Checks

- ❖ Ensure surrounding area is clear and obstruction free.
- ❖ Ensure sufficient space is available to move bale before emptying autobaler.
- ❖ Ensure twines are in place.

In-Process Checks

- ❖ Ensure surrounding area is clear & free from obstructions when emptying bale

✓ Post-Checks

- ❖ Ensure top and bottom doors are locked when machine is ACTIVE.
- ❖ Ensure bale wire is tied to the bottom door.
- ❖ Store bale trolley in safe location near baler.
- ❖ Store cardboard bales in allocated storage space.

#2 Always ensure doors are locked.

Top door is locked by locking the handle into the latch.

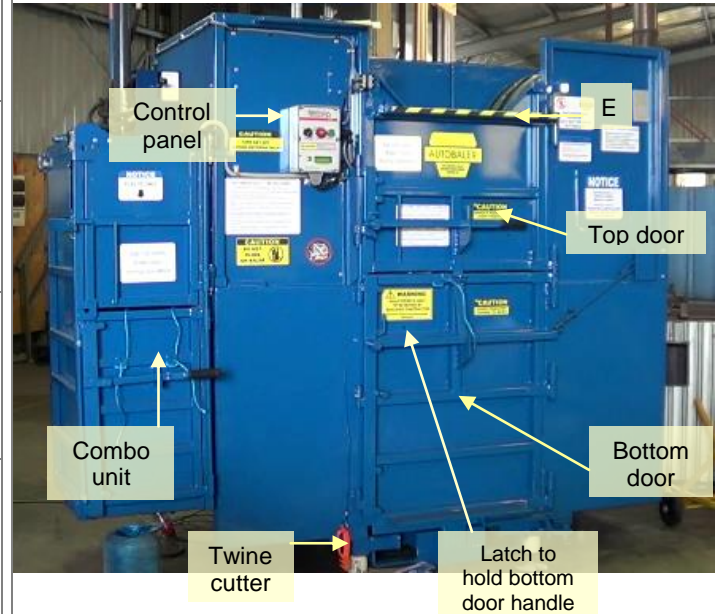
Bottom door is locked by:

- 1) By top door. Bottom door will not open until the top door is open.
- 2) Keeping handle in its latch.



#1 Major baler parts and Control Panel details

- A: Emergency Stop – Rotate to release
- B: Removable ON / OFF key switch
- C: Indicator lights for Power ON, door OPEN, Bale full
- D: CYCLE button
- E: Emergency STOP safety bar
- F: BALE FULL LED



#3 Tie Knots and place the loop around HOOK.



Double fold twine back approximately 25cm



Tie a knot at 7cm from the end.



Tie 2nd knot at 20 cm from the end so that the top one can be cut if it is too tight to lift off the hook with a full bale.



Place the loop over the hook



Tie the end of the rear twine to the slot tab.

For service and repairs, contact Trethewey Industries on 1800 888 403

Equipment Supplier: Trethewey, Deepwater 2371		NOTE: This Standard Operating Procedure has been designed and provided to meet the provisions of the National Standard for Plant, which has been adopted legislatively by all jurisdictions	
Revised By: D Cooper	Department:	Authorised: National Procedures and Admin Manager	
Document: SOP T100,200B&BC.doc		Revision No: New	Revised: 1 April 2016 Page: 2 of 2