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| ***Portable_Plant_SOP*****HOT WIRE POKER**🗹 |
| ***Students must complete the checklist below with a tick in every box before operating this portable power equipment*** |
| **Has your teacher given you instruction on the safe use and operation of this equipment?** | **🗆** |
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| **Has your teacher given permission for you to use this equipment?** | **🗆** |
|  | Are you wearing approved safety glasses?. | **🗆** |
| Foot Protection circle | Are you wearing protective footwear with substantial uppers?. | **🗆** |
|  | Are you wearing a suitable P2 or P3 filter mask whenever potentially toxic smoke and fumes are created?  | **🗆** |
|  | Are you wearing a suitable protective workshop apron? | **🗆** |
| **Have you read the important information section on the reverse?** | **🗆** |
|  **PRE-OPERATIONAL SAFETY CHECKS** |  |
| 1. Is the tool (including the power lead) free from damage?
 | **🗆** |
| 1. Is the burning tip in good condition? Replace if damaged.
 | **🗆** |
| 1. Is the cord out of the way so as not to create a slip/trip hazard?
 | **🗆** |
| 1. Is the workspace well ventilated?
 | **🗆** |
| 1. Are you avoiding burning on acrylics, painted and pigmented surfaces, or toxic timbers such as Western Red Cedar?
 | **🗆** |
| 1. Are you burning on MDF? **If so, cease immediately.**
 | **🗆** |
| 1. Will the machine be attended for the duration that it is switched on? Leave unplugged when not in use.
 | **🗆** |

Paste pages 1 and 2 back to back – cut out this section – laminate and trim to size

Hot Wire Poker

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| ***Portable_Plant_SOP*****HOT WIRE POKER****Air Compressor** |
| **Important information – read before use** |
| **OPERATIONAL SAFETY CHECKS** |
| **DO NOT use faulty equipment – report this immediately to your teacher** |
| 1. Do not plug in and turn on until the tip element has been checked, or replaced and tightened.
2. Keep fingers clear of the hot tip element.
3. Always wear safety glasses. Smoke and hot embers can occur.
4. Many species of exotic timbers create fumes that can be toxic when burnt – always wear a suitable dust mask (minimum standard P2 – for dusts, smoke and fumes).
5. Avoid prolonged use. This could overheat the tip element causing it to fail or oxidise.
6. Do not apply excess pressure to the tip.
7. For the ‘hot wire’ type machines, always maintain the correct shape to the tip element. Bent or distorted wire tips are often the cause of inefficient operation.
8. If the element tip does not heat up efficiently, turn the machine off, repair the fault, or report it to your teacher.
9. Never leave the machine unattended when still switched ON or when switched OFF but still hot.
10. Turn off and wait until the tip element has completely cooled before storing the machine away correctly.
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| **Plastics and MDF smoke fumes can be toxic** |
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| **HOUSEKEEPING** |
| 1. Switch off, unplug and allow to cool down before storing.
2. Leave the work area in a safe, clean and tidy condition.
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| **POTENTIAL HAZARDS** |
| ◼ Burns ◼ Electricity ◼ Eye injuries ◼ Hot element and surfaces ◼ Toxic fumes ◼ Trip and slip |

 **Date of last review:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_