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| ***Portable_Plant_SOP*****NAIL GUN**🗹 |
| ***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 hearing protection at all times when using this power tool? | **🗆** |
|  | If you have long or loose hair, is it contained or restrained?  | **🗆** |
|  | Are you wearing close fitting protective clothing or a suitable workshop apron? | **🗆** |
|  | Have you removed all rings and jewellery?  | **🗆** |
| **Have you read the important information section on the reverse?** | **🗆** |
|  **PRE-OPERATIONAL SAFETY CHECKS** |  |
| 1. Have you established an appropriate exclusion zone when nailing?
 | **🗆** |
| 1. Have you ensured the actuation muzzle is serviceable and in place?
 | **🗆** |
| 1. Are you aware of all departmental safety alerts for this equipment?
 | **🗆** |
| 1. Are you aware and familiar with the type of nail gun you are using?
 | **🗆** |

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

Nail Gun

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| ***Portable_Plant_SOP*****NAIL GUN****Air Compressor** |
| **Important information – read before use** |
| **OPERATIONAL SAFETY CHECKS** |
| **DO NOT use faulty equipment – report this immediately to your teacher** |
| 1. Never attempt to operate this power tool if you are an inexperienced worker, without proper training.
2. The nail gun user and everyone working within the vicinity should be wearing safety glasses, protective footwear and hearing protection.
3. Be aware of others that may be working nearby.
4. Keep your finger off the trigger when not firing nails. The centre of gravity at the trigger makes it easy to accidentally fire the nail gun.
5. *Never* use a nail gun with a missing push lever and muzzle safety spring (or safety yoke).
6. Be careful to always keep your hands and feet away from the muzzle of the nail gun.
7. Never use any part of your body to support the wood you are nailing.
8. Never rest the nail gun against any body part, or try to climb a ladder with the nail gun cradled against your body. Never point a nail gun at anyone.
9. Never use bottled gas to power air-powered nail guns.
10. Always disconnect the nail gun from its air or electrical power source before transporting, reloading or trying to free a jammed nail.
11. Never leave the nail gun unattended.
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| **Students should never use a bump-fire nail gun** |
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| **HOUSEKEEPING** |
| 1. Return this tool to the appropriate storage cupboard.
2. Leave the work area in a safe, clean and tidy condition.
3. Maintain correct operation of the actuation mechanism.
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| **POTENTIAL HAZARDS** |
| ◼ Moving, sharp projectiles ◼ Electricity ◼ Eye injuries ◼ Pinch and squash ◼ Compressed air ◼ Slip and trip ◼ Flammable gases (some models only)  |

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