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| ***Portable_Plant_SOP***🗹**ABRASIVE CUT-OFF SAW** |
| ***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 and face shield?. | **🗆** |
| Foot Protection circle | Are you wearing protective steel-toed work boots?. | **🗆** |
| Hearing Protection circle | Do you, and others around you, have appropriate hearing protection? *(Class 5 – SLC80 >26 dB)* | **🗆** |
| **Hair Protection circle** | If you have long or loose hair, is it tied back and contained? | **🗆** |
| **Dust mask sign** | Are you wearing an approved dust mask? | **🗆** |
|  | Are you wearing a sturdy dust apron or overalls?  | **🗆** |
| Prohibition circle | Have you removed all your exposed rings and jewellery? | **🗆** |
| **Have you read the important information section on the reverse?** | **🗆** |
|  **PRE-OPERATIONAL SAFETY CHECKS** |  |
| 1. Is your work area suitable and does it allow for the safe use of this saw without interfering with other students/activities?
 | **🗆** |
| 1. If changing cut-off wheel, check for appropriateness and arbor hole size.
 | **🗆** |
| 1. Have you inspected the cut-off wheel for chips and cracks?
 | **🗆** |
| 1. Are all guards in place and in good working order?
 | **🗆** |
| 1. Is the depth stop (if fitted) adjusted and in proper adjustment/alignment?
 | **🗆** |
| 1. Are you familiar with the operation of the ON/OFF switch?
 | **🗆** |
| 1. Is your work area clear of trip hazards and flammable materials?
 | **🗆** |

Abrasive Cut-off Saw

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

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| ***Portable_Plant_SOP*****ABRASIVE CUT-OFF SAW****Air Compressor** |
| **Important information – read before use** |
| **OPERATIONAL SAFETY CHECKS** |
| **DO NOT use faulty equipment - Report this immediately to your teacher** |
| 1. Ensure all adjustments to the machine are secure before making a cut.
2. Do not hold your work piece by hand. It may become very hot while being cut.
3. Use the vice to clamp the work and properly support any overhanging portion so the work piece is level with the base of the machine.
4. Do not use a length stop on the free off-cut end of a clamped work piece.
5. Allow the machine to reach full speed before contacting the work piece.
6. Do not have any part of your body in line with the path of the abrasive disc.
7. Ease the abrasive disc against the work piece when starting. Do not force tool.
8. Keep hands away from cutting area. Do not attempt to remove cut material while the abrasive wheel is moving.
9. After finishing the cut, release the switch, hold the saw arm down and wait for the disc to stop before removing your work piece or off-cut piece.
10. Before making any machinery adjustments, bring the machine to a complete standstill, and then disconnect the AC plug from the power source.
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| **NB this abrasive cut-off saw is not intended to cut wood or wood products.** |
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| **HOUSEKEEPING** |
| 1. Ensure ventilation openings and switches are kept clean and free of foreign matter.
2. Leave the machine in a safe, clean and tidy state.
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| **POTENTIAL HAZARDS** |
| ◼ Moving, rotating and sharp parts ◼ Electricity ◼ Dust and fumes ◼ Pinch and squash ◼ Noise ◼ Eye injuries ◼ Burns and hot ejected waste material  |
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| **FORBIDDEN** |
| * NEVER grind on the side of the abrasive cut-off wheel
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 **Date of last review:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_