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| ***Portable_Plant_SOP***  **ROUTER** | |
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| **DO NOT** use this machine unless a teacher has instructed you in its safe use and operation and has given permission | |
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| Approved safety glasses must be worn at all times in all ITD spaces. | A mask *should* be worn when excessive airborne dust is created. |
| Foot Protection circleAppropriate protective footwear with substantial uppers must be worn in all ITD spaces. | Protective clothing, overalls or a suitable workshop apron is encouraged. |
| Rings and jewellery must not be worn when using this portable power tool. | Hearing protection *must* be worn when noise is excessive. |

### **DO NOT use faulty equipment – report this immediately to your teacher**

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### **PRE-OPERATIONAL SAFETY CHECKS**

1. **Ensure the power tool has a suitable safe work area.**
2. **Check the router and bit for obvious signs of damage.**
3. **Examine the power lead and plug for obvious damage.**
4. **Ensure the cord does not create a tripping hazard.**

#### OPERATIONAL SAFETY CHECKS

1. **Check the work piece for faults and defects.**
2. **Fit the correct cutter bit to the machine. Ensure cutter bit conforms to machine specifications.**
3. **Make all adjustments for depth of cut BEFORE connecting to the power source.**
4. **Ensure your work piece is firmly secured and supported.**
5. **Keep fingers, hands and power cord clear of the bit.**
6. **Always consider the direction of rotation. This will determine the direction the router is to travel.**
7. **Allow the router to reach operating speed, then apply load gradually. Maintain a constant pace to avoid uneven finishes.**
8. **Keep the sole plate pressed firmly on the work piece.**
9. **Maintain complete control. Always operate with both hands. Maintain a proper and steady footing at all times.**
10. **Make a series of shallow cuts when creating a deep recess. This is much safer and easier on the tool bit.**
11. **Do not apply excessive force – this could cause the cutter bit to burn the work piece.**
12. **If any unforeseen problems arise while routing, stop immediately, switch off and report it to your teacher.**
13. **Turn off immediately after use. Do not place the router down until the cutter has stopped rotating.**

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| **Be extremely cautious of this high speed tool** |

#### HOUSEKEEPING

1. **Return this tool to the appropriate storage cupboard.**
2. **Leave the work area in a safe, clean and tidy condition.**

## POTENTIAL HAZARDS

* + **Rotating sharp blades ◼ Kickbacks ◼ Electricity**
  + **Ejected waste ◼ Eye injuries ◼ Dust**

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