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| ***Portable_Plant_SOP***  **PLUNGE 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 dust mask (P2 dust and fumes) *should* be worn when excessive airborne dust is created. |
| Foot Protection circleAppropriate protective steel-toed work boots must be used with this tool. | Protective clothing, overalls or a suitable workshop apron is encouraged. |
| **Hair Protection circle**Long and loose hair must be contained and restrained. | Appropriate hearing protection *(Class 5 – SLC80 >26 dB)* *must* be worn when using this machine. |
| Rings and jewellery must not be worn when using this portable power tool. |  |

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

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

1. **Ensure your work area is suitable, safe and free of trip and slip hazards.**
2. **Inspect the condition of the cutter bit and ensure it is in good condition i.e. no chips or burning.**
3. **If changing the cutter bit, unplug and isolate the router.**
4. **Check the plunge adjustment and movement for accuracy.**
5. **Familiarise yourself with the ON/OFF switch on this router.**

#### OPERATIONAL SAFETY CHECKS

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

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| **Be extremely cautious of this high speed tool – severe kickback can occur** |

#### HOUSEKEEPING

1. **Switch off and isolate the router after use. Remove battery for recharging.**
2. **Leave the work area in a safe, clean and tidy condition.**

## POTENTIAL HAZARDS

* + **Rotating and sharp parts ◼ Kickback ◼ Electricity**
  + **Ejected waste ◼ Eye injuries ◼ Dust and fumes**
  + **Pinch and squash ◼ Noise**

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