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| ***Portable_Plant_SOP*****ROUTER TABLE** |
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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 *must* be worn when excessive airborne dust is created.  |
| Foot Protection circleAppropriate protective steel-toed work boots must be worn in all ITD spaces. | Protective clothing, overalls or a suitable workshop apron is encouraged.  |
| Long and loose hair *must* be contained or restrained for some operations.  | Hearing protection *(Class 5 – SLC80 >26 dB)* *must* be worn at all times when using the router table. |
| Prohibition circleRemove all exposed rings and jewellery.  |  |

### **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 slip and trip hazards.**
2. **Inspect the condition of the cutter bit to ensure it’s free of damage i.e. chips and burning.**
3. **If changing the cutter bit, unplug and isolate the router.**
4. **Ensure all guards and fences are in place and in good working order.**
5. **Familiarise yourself with the operation of the ON/OFF switch.**
6. **Check that the isolating switch on the table is connected and functional.**

#### OPERATIONAL SAFETY CHECKS

1. **Fit and tighten the correct cutter bit. Ensure that it conforms to specifications.**
2. **Secure the router to the underside of the table and adjust the cutter depth.**
3. **All guards and necessary fences must be in place to operate this equipment.**
4. **Jigs and templates are to be used wherever possible. NEVER freeform.**
5. **Check the functions of all fences, jigs, fixtures and templates. Ensure all adjustments are secure.**
6. **Note: the isolating switch on the table must be connected and operational.**
7. **Allow the machine to reach full speed before contacting the work piece.**
8. **Feed direction must be AGAINST the direction of rotation of the cutter bit.**
9. **Feed work piece slowly into the cutter bit and hold firmly against a fence.**
10. **Keep hands away from the cutting area. DO NOT attempt to remove any waste material which the cutter bit is moving.**
11. **If any unforeseen problems arise while routing, stop immediately, switch off and report it to your teacher. Never leave the router running unattended.**

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| **NB a very high risk of injury exists if guards and fences are removed** |

#### HOUSEKEEPING

1. **Switch off and isolate the router after use. Ensure all guards are closed.**
2. **Leave the work area in a safe, clean and tidy condition.**

## POTENTIAL HAZARDS

* + **Moving, rotating and sharp parts ◼ Excessive noise ◼ Electricity**
	+ **Pinch and squash ◼ Eye injuries ◼ Dust and fumes**
	+ **Kickback ◼ Ejected material**

## FORBIDDEN

* + **Freeform machining where no guards or fence is fitted is strictly prohibited.**

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