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| Fixed Static Plant_SOP  **BOBBIN SANDER** | |
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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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| Safety glasses must be worn at all times in work areas. | Hair Protection circleLong and loose hair must be contained or restrained. |
| Foot Protection circleAppropriate footwear with substantial uppers must be worn. | ApronClose fitting, protective clothing or a workshop apron is encouraged. |
| **Prohibition circleProhibition circle**Rings and jewellery must not be worn. | A mask must be worn when excessive airborne dust is created.Description: Dust mask sign |

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

1. **Visually check the area to ensure no slip or trip hazards are present in the workspace.**
2. **Check that the dust extraction is on and automatic blast gates are open for this machine.**
3. **Check all adjustments and settings carefully before commencing.**
4. **Faulty equipment must not be used. Immediately report suspect machinery to your teacher.**

#### OPERATIONAL SAFETY CHECKS

1. **Check the correct table insert corresponds with the drum size being used.**
2. **Visually check the work area to ensure no students are close to the operator.**
3. **Slowly move the workpiece into contact with the oscillating bobbin sanding drum.**
4. **Move the workpiece slowly in the opposite direction to the rotation of the spindle.**
5. **Avoid kickback by sanding in accordance with directional arrows.**
6. **Do not force the sander. It will sand smoother and safer at the rate for which it was designed.**
7. **Keep hands & fingers clear of the oscillating bobbin sanding drum when machine is running.**
8. **Never sand pieces of material that are too small to be safety supported.**
9. **When sanding a large workpiece, provide additional support at table height.**
10. **Never remove waste dust material from the table while the machine is running.**
11. **Operator ONLY must switch off the machine – don’t leave until the machine has stopped.**
12. **Set any guards to the SAFE position after the machine has stopped.**
13. **Never leave the machine running unattended.**

#### HOUSEKEEPING

1. **Leave the machine, floor and work area in a safe, clean and tidy state.**
2. **Sweep any floor waste to the appropriate floor dust extraction gate.**

## POTENTIAL HAZARDS & RISKS

**◼ Abrasive surfaces ◼ Wood dust ◼ Eye injury**

**◼ Ejected waste ◼ Entanglement ◼ Heat (friction)**

**◼ Rotating shafts and moving components ◼ Finger injury**

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