Safe Work Procedure

**NOTE: DO NOT use this machine unless you have been trained in its safe use and operation.**

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| Description of Work: | Using an Electric ARC Welder (Flux Core)  |
| Electric ARC Welder (Flux Core)   http://www.geniusgenerators.co.uk/lg_images/Draper_230_400v_Arc_Welder_Turbo_200_Amp_43944.jpg | **Potential Hazards:** Fire and electrical hazard with the potential to cause harm through exposure to impact and cutting, heat, projectiles, sparks, sharp objects, electric shock, fumes, radiation and flame. |
| **Personal Protective Equipment (PPE) Required** *(Check the box for required PPE*): |
| hand protectionGloves | dust maskFace Masks | safety gogglesEyeProtection | face shieldWelding Mask | foot protectionAppropriateFootwear | hearing protHearing Protection | safety apronProtective Clothing |
| [x]  | [ ]  | [ ]  | [x]  | [x]  | [ ]  | [x]  |
|  **Safe Work Procedure Checklist:** |
| 1. PRE-Operation/Task:* Ensure task (e.g. Drawings, instructions, specifications etc.) is clearly understood.
* Ensure the work area is clean and clear of grease, oil and any other flammable materials.
* Keep the welding equipment, work area and gloves dry to avoid electric shocks.
* Stand on rubber insulating matting during operation (where supplied).
* Ensure the gloves, welding gun and work leads are in good condition (i.e. no exposed wiring).
* Check that other work areas are protected from flash (e.g. welding curtains).
* Ensure appropriate ventilation is in place prior to use as welding of aluminium, zinc etc will release harmful fumes.
* Ensure appropriate PPE is worn.
* Identify ON/OFF switch and emergency stop button (if applicable).

2. Operation/Task:* Keep hands clear of work piece and away from electrode and ensure operator does not wrap electrode leads around themselves.
* Ensure power is turned off (from wall socket) before inserting or removing electrodes from electrode holder/handle.
* Ensure current is correctly set according to electrode selection.
* Never leave the welder running unattended.

3. POST-Operation/Task:* Ensure sufficient time for materials to cool before handling.
* Switch off machine and fume extraction (if relevant).
* Hang up electrode holder and welding cables.
* Practice good housekeeping and ensure the area is clean and tidy.
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| **Competent Person(s):** (The following persons are authorised to operate, supervise and test students on the equipment/process). |
| **Name:** | **Title:** | **Contact Details:** |
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