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 a Radial Arm Saw | | | | | | | | |
| Radial Arm Saw | | | | | | **Potential Hazards:** Exposed moving parts and electrical hazard with the potential to cause harm through entanglement, impact and cutting, exposure to heat, noise, dust, projectiles and sharp objects. | | | | | |
| **Personal Protective Equipment (PPE) Required** *(Check the box for required PPE*): | | | | | | | | | | | |
| hand protection Gloves | | dust mask Face Masks | | safety gogglesEyeProtection | face shield Welding Mask | | foot protection Appropriate  Footwear | | hearing prot Hearing Protection | safety apron Protective Clothing | |
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| **Safe Work Procedure Checklist:** | | | | | | | | | | | |
| 1. PRE-Operation:   * Task (e.g. Drawings, instructions, specifications etc.) is clearly understood. * Ensure guarding is in place. * Ensure the appropriate blade is being used for the task. * Ensure dust extraction is turned on prior to operation (if applicable). * Identify ON/OFF switch and emergency stop button (if applicable).   2. Operation:   * Check that saw runs ‘true’ and does not wobble. * The work piece must be held against a fence. * Allow the saw blade to obtain maximum speed before making a cut. * Operate the saw with the left hand where possible, avoid reaching over the saw line and do not cross arms when cutting. * When using the right hand to pull the saw across, keep the left hand well clear of the line of cut. * Return the cutting head to the rear of the table after each cross cut. * The maximum cut for the machine must not be exceeded. * When cutting bowed timber place the bow against the table to avoid the saw binding. * Before making adjustments switch off and bring the saw to a complete standstill.   3. POST-Operation:   * Switch off the saw and reset all guards to a fully closed position. * Make sure good housekeeping practices are in place to minimise dust build-up. | | | | | | | | | | | |
| **Competent Persons** (The following persons are authorised to operate, supervise and test students on the equipment/process). | | | | | | | | | | |
| **Name:** | **Title:** | | | | | | | **Contact Details:** | | |
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