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 Swaging Machine  |
| Swaging Machine   http://t0.gstatic.com/images?q=tbn:ltlIwHBaZzTIdM:http://chestofbooks.com/crafts/metal/Sheet-And-Plate-Metal-Work/images/Swaging-Machine.jpg | **Potential Hazards:** Manual handling hazard with the potential to cause harm through entanglement, impact and cutting, exposure to high forces, projectiles and sharp objects. |
| **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:* Task (e.g. Drawings, instructions, specifications etc.) is clearly understood.
* Ensure the die is securely clamped.
* Ensure swaging machine is securely clamped to the bench.

2. Operation/Task:* Keep hands clear of work piece and away from die.
* Use appropriate manual handling techniques.

3. POST-Operation/Task:* Return swaging machine to storage area.
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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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