

SAFETY OPERATING PROCEDURES

Disc Sander

DO NOT use this machine unless the technician has instructed you in its safe use and operation and has given permission.



Safety glasses must be worn at all times in work areas.



Long and loose hair must be contained.



Sturdy footwear must be worn at all times in work areas.



Close fitting/protective clothing must be worn.



Rings and jewellery must not be worn.



Gloves must not be worn when using this machine.

PRE-OPERATIONAL SAFETY CHECKS

1. Check workspaces and walkways to ensure no slip/trip-hazards are present.
2. Locate and ensure you are familiar with the operation of the ON/OFF starter and E-Stop (if fitted).
3. Check the table is set not more than 2mm. from disc.
4. Check abrasive disc is in a serviceable condition.
5. Start the dust extraction unit before using the machine.
6. Faulty equipment must not be used. Immediately report suspect equipment.

OPERATIONAL SAFETY CHECKS

1. Allow machine to reach maximum revolutions before operating to avoid overloading.
2. Always place material on the table on the downward side of the disc travel to hold it down on the table surface.
3. Hold material firmly against the table before applying pressure on abrasive.
4. Keep hands/fingers clear of abrasive disc while sanding.
5. Never leave the machine running unattended.
6. Before making adjustments switch off and bring the machine to a complete standstill.

HOUSEKEEPING

1. Switch off the machine.
2. Leave the machine in a safe, clean and tidy state.

POTENTIAL HAZARDS

- Abrasions
- Eye injuries
- Excessive dust
- Unsecured material being flung around

FORBIDDEN

- Attempting to sand very small items
- Attempting to sharpen tools
- Attempting to sand metal

This SOP does not necessarily cover all possible hazards associated with the machine and should be used in conjunction with other references. It is designed to be used as an adjunct to teaching Safety Procedures and to act as a reminder to users prior to machine use.

Date of last review

Signature