

SOP - Saw - Circular Bench

DO NOT use this plant* or complete this task unless you have been inducted in its safe use and operation by an Authorised Experienced Operator

This SOP may not cover all possible hazards and risks and should be referred to as a control measure in the risk assessment process. Additional training may be required for high risk plant/work. Site and task may change required PPE.

PERSONAL PROTECTIVE EQUIPMENT



Eye protection must be worn



Long and loose hair must be contained or covered.



Hearing protection must be worn



Foot protection must be worn



Protective body clothing must be worn

POTENTIAL HAZARDS AND RISKS

- ⓘ Exposure to Dust/Fumes**
Exposure to Dust
- ⓘ Slip, Trips, Falls**
Slip, trip, fall due to workspace and walkways not being made clear
- ⓘ Electrical Shock or Burn**
Electrical shock or burn from damaged or poorly maintained electrical leads and cables
- ⓘ Other**
Injury due to kickback from sharp rotating parts
Irritation from excessive dust
Hearing damage from excessive noise
- ⓘ Entanglement**
Entanglement in moving parts
- ⓘ Cutting, Stabbing or Puncturing**
Injury from work pieces being ejected
Injury from sharp or flying object
- ⓘ Manual Task Injury**
Manual task injury from awkward body posture
Manual task injury from plant vibration

PRE-OPERATIONAL SAFETY CHECKS

- ✓ Complete site specific risk assessment
- ✓ Complete visual plant check before operation
- ✓ Ensure you are familiar with plant operations and controls
- ✓ Ensure appropriate blade is used, ensure blade is serviceable and correctly fitted
- ✓ Ensure that guards are fitted, secured and functional in accordance with manufacturers guidelines
- ✓ Ensure all locks are securely tightened
- ✓ Ensure table and work area is clear of all tools, off cut timber and saw dust
- ✓ Is the material to be cut free of loose knots or foreign materials (nails)
- ✓ Ensure the dust extraction unit is on before operating plant

OPERATING PROCEDURES

- ✓ Keep clear of moving plant parts
- ✓ Allow the saw blade to maintain maximum speed before making a cut
- ✓ Use a push stick (at least 400mm long) to guide timber through saw
- ✓ Always stand to one side of the line of cut
- ✓ Before making adjustments, switch off and bring machine to a complete standstill
- ✓ Remove the rip fence when using the mitre gauge
- ✓ Ensure worker "tails out" when cutting long material

ENDING OPERATIONS

- ✓ Allow plant to cool before performing any maintenance, refuelling or cleaning
- ✓ Ensure plant is left in good working order and in a safe, clean and tidy condition.

DO NOT

- ✗ Do not use if plant is faulty. Attach an Out of Service tag and report fault to your supervisor
- ✗ Do not leave plant running unattended
- ✗ Do not cut freehand
- ✗ Do not cut irregular stock, branches or wood with embedded nails or screws
- ✗ Do not start plant with blade touching the material. Allow plant to reach full speed before starting to cut
- ✗ Do not have any part of your body in line with the path of the saw blade
- ✗ Do not remove off cuts or saw dust from the saw table while plant is running
- ✗ Do not wear loose jewellery or clothing
- ✗ Do not use mobile phone while operating plant

*Plant in this SOP refers to any machinery, equipment, appliance, container, implement and tool.