

## SOP - Saw - Compound Mitre

**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

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

### 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 fitted correctly
- ✓ Ensure that guards are fitted, secured and functional in accordance with manufacturers guidelines
- ✓ Ensure the saw is properly secured to a work table by bolts/clamps at approximately hip height
- ✓ Ensure the saw is operated on an RCD protected circuit
- ✓ Confirm saw has a current electrical safety tag
- ✓ Check workspaces and walkways to ensure no slip/trip hazards are present
- ✓ Ensure power lead is in good working order and does not create a trip hazard
- ✓ Keep table and work area clear of all tools, off cut timber and saw dust
- ✓ Start the dust extraction unit before using the machine if applicable or dust bag is fitted

### OPERATING PROCEDURES

- ✓ Keep clear of moving plant parts
- ✓ Operate plant to the conditions of the work area

- ✓ Ensure all adjustments are secure before making a cut
- ✓ Use clamps to secure and support the work piece to a stable platform. Do not use a length stop on the free scrap end of a clamped work piece
- ✓ Before turning on the saw, perform a dry run of the cutting operation to ensure that no problems will occur when the cut is made
- ✓ Allow the blade to reach full speed before contacting the work piece
- ✓ Avoid reaching over the saw line. Do not cross arms when cutting
- ✓ When pulling the saw down with your right hand, keep the left hand, especially the thumb, well clear of the line of cut
- ✓ If work piece is bowed and warped, clamp it with the outside bowed face towards the fence
- ✓ After finishing the cut, release the switch, hold the saw arm down and wait for the blade to stop before removing work or off-cut piece
- ✓ Before making adjustments disconnect the plug and bring plant to a complete standstill

### ENDING OPERATIONS

- ✓ Allow plant to cool before performing any maintenance, refuelling or cleaning
- ✓ Ensure plant is in good working order and stored in the appropriate location

**DO NOT**

- ✘ Do not use if plant is faulty. Attach an Out of Service tag and report fault to your supervisor
- ✘ Do not cut more than one piece at a time
- ✘ Do not start the saw with blade touching the work piece
- ✘ Do not exceed the maximum cut for the machine
- ✘ Do not operate plant in moist or wet conditions
- ✘ Do not cut branches or wood with embedded nails or screws
- ✘ Do not cut dowel
- ✘ Do not rip solid timber along the grain
- ✘ Do not cut ferrous or non-ferrous material
- ✘ Do not wear loose jewellery
- ✘ Do not use mobile phone while operating plant

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