

## Safe Work Instruction - Sander - Belt/Disc

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

This SWI 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. Site and task may change required PPE.

### PERSONAL PROTECTIVE EQUIPMENT



Eye protection must be worn



Long and loose hair must be contained or covered.



Protective body clothing must be worn



Foot protection must be worn

### POTENTIAL HAZARDS AND RISKS

- i Entanglement**  
Entanglement in moving parts
- i Cutting, Stabbing or Puncturing**  
Injury from sharp or flying object  
Injury from contact with moving parts
- i Slip, Trips, Falls**  
Slip, trip, fall due to workspace and walkways not being made clear
- i Manual Task Injury**  
Manual task injury from awkward body posture
- i Struck by Moving Object**  
Struck by moving object due to work pieces being ejected
- i Other**  
Burn injury  
Irritation from excessive 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 that guards are fitted, secured and functional in accordance with manufacturers guidelines
- ✓ Ensure the table is set no more than 2mm from disc (fixed belt sander)
- ✓ Ensure dust bag is attached and in good condition
- ✓ Stand out of the direct line of the abrasive disc at all times
- ✓ Start the dust extraction unit before using the machine (if applicable)
- ✓ Check workspaces and walkways to ensure no slip/trip hazards are present

### OPERATING PROCEDURES

- ✓ Keep clear of moving plant parts
- ✓ Check power lead is in good working order and does not create a trip hazard
- ✓ Only one person must operate this machinery at any one time
- ✓ Ensure the operator be positioned out of direct line of abrasive belt at all times
- ✓ Allow machine to reach maximum revolutions before operating to avoid over loading
- ✓ Always place material on the table on the downward side of the disc travel to hold it down on the table service (fixed belt sander)
- ✓ Hold material firmly against stops or table before applying pressure on abrasive (fixed belt sander)
- ✓ Keep fingers clear of disc or belt while sanding

- ✓ Before making adjustments 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 a DO NOT OPERATE tag and report fault to your supervisor
- ✗ Do not leave plant running unattended
- ✗ Do not sharpen tools with the sander
- ✗ Do not try to sharpen metal items
- ✗ Do not attempt to sand very small items
- ✗ Do not wear gloves while operating this machine
- ✗ Do not wear loose jewellery
- ✗ Do not use mobile phone while operating plant

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