

Safe Work Instruction - Saw - Drop 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 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/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

- i Entanglement**
Entanglement in moving parts
- i Exposure to Dust/Fumes**
Exposure to Dust
- i Cutting, Stabbing or Puncturing**
Injury from work pieces being ejected
Injury from sharp or flying object
Injury from contact with moving parts
- i Manual Task Injury**
Manual task injury from awkward body posture
- i Slip, Trips, Falls**
Slip, trip, fall due to workspace and walkways not being made clear
- i Other**
Injury due to kickback from sharp rotating parts
Hearing damage from excessive noise
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 appropriate blade is used, ensure blade is serviceable and correctly fitted
- ✓ Check workspaces and walkways to ensure no slip/trip hazards are present
- ✓ Keep table and work area clear of all tools, off-cut timber and sawdust
- ✓ Start the dust extraction unit before using the machine if applicable, or ensure dust bag is connected
- ✓ Check material for faults or defects

OPERATING PROCEDURES

- ✓ Keep clear of moving plant parts
- ✓ Operate plant to the conditions of the work area
- ✓ Work piece must be held against a fence
- ✓ Allow the saw blade to obtain maximum speed before making a cut
- ✓ Operate the saw with the left hand where possible
- ✓ Avoid reaching over the saw line.
- ✓ When using the right hand to pull the saw across, keep the left hand, especially the thumb well clear of the line of cut
- ✓ Return the cutting head to the rear of the table after each cross cut
- ✓ When cutting bowed timber place the bow against the table to avoid the saw binding

- ✓ Before making adjustments bring plant to a complete standstill and isolate

ENDING OPERATIONS

- ✓ Allow plant to cool before performing any maintenance, refuelling or cleaning
- ✓ Leave plant in a safe, clean and tidy state
- ✓ 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 leave plant running unattended
- ✗ Do not exceed maximum cut for the machine
- ✗ Do not cross arms when cutting
- ✗ Do not cut branches or wood with embedded nails and screws
- ✗ Do not cut dowel
- ✗ Do not rip solid timber along the grain
- ✗ Do not cut short lengths of timber.
- ✗ 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.