SAFE OPERATING PROCEDURE

Task/Equipment description: HAND HELD ANGLE GRINDER

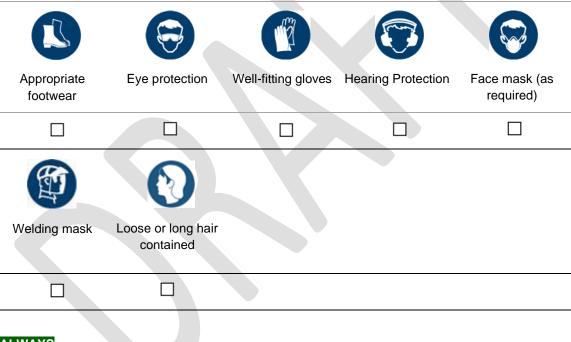


Potential hazards:

- Electrocution
- Heat generated from cutting
- Laceration
- Noise
- Sparks
- Entanglement
- Projectiles / eye injury
- Exposure to hazardous dust

Do not use this equipment unless you have been trained in its safe use and operation

Required Personal Protective Equipment (PPE)



ALWAYS

- Ensure you are fit for the task, trained and competent
- Secure loose clothing and long hair from entanglement and remove jewellery
- Maintain a firm grip, use an auxiliary handle (if provided) to control torque and kickback
- Use the guard provided and ensure that it is in place and suitable
- Ensure that the type and size of power tool is suitable for the task

NEVER

- Expose the power tool to rain or water
- Use the power tool if it is faulty or does not operate correctly

This document does not replace training; it is provided as a guide to the safe use of this type of equipment. Refer to the manufacturer's manual or training documents for further information. This is a non-specific document and must be assessed against your particular brand of equipment and the working environment. Where necessary a Task Specific Risk Assessment should be undertaken.

- Lay the power tool down until it has come to complete stop
- Cut open a container which may have contained a flammable material

Safe Operating Procedure:

- Pre-Operation Safety Checks
 - Secure loose clothing and long hair from entanglement and remove jewellery.
 - Ensure work area is clean and well lit.
 - Check for the presence of flammable liquids, chemicals and dust and ensure that sparks will not land on flammable materials.
 - Keep unauthorised workers away.
 - Check the electrical lead is in a safe condition and without faults.
 - Ensure the switch is in the off position before connecting to power.
 - Ensure any adjusting keys and wrenches are removed prior to operation.
 - Ensure the attachment is suitable for the power tool (ie. regarding the rated speed, size and thickness).
 - Check the power tool and abrasive wheel / accessary for signs of damage, such as cracks, chips and tears.
 - Support or clamp the item being worked on.

2. Operation – Safety Procedure

- Maintain a firm grip, use an auxiliary handle (if provided) to control torque and kickback.
- Avoid body contact with earthed or grounded surfaces to reduce the risk of electrocution.
- Keep proper stable footing and do not over reach.
- Allow the power tool to run up to operating speed prior to use.
- Do not force the power tool.
- Operations such as cutting off are not recommended with this type of power tool.
- Ensure that no unintended object or body part is placed near the cutting surface.

3. Post-Operation – Housekeeping

- Ensure that the power tool is disconnected from the power source before changing or adjusting the blade.
- Do not lay the power tool down until it has come to complete stop.
- Ensure the power tool is stored safely to protect it from damage.
- Ensure that trip and slip hazards are cleaned up.