

Only Persons Who Have Received Training Can Operate This Equipment

Key Messages	Instructions & Explanations
   KNOW THE HAZARDS - Eye Protection must be worn (AS 1337) - Ear Protection must be worn - Safety Foot Wear must be worn KNOW THE HAZARDS - ALWAYS keep guards in place - Always remove adjusting keys and wrenches before starting tool - Keep work area clean - Always use the clamp (Where fitted) to secure the work piece to the saw table, it's safer than your hand - Never over reach - Never permit customers or children to loiter near work area - Never force the tool - Do Not wear gloves - Secure or remove all loose clothing items, jewellery, tie back loose hair before use - Wear a dust mask - Check the saw for damage prior to use - Do not use damaged or broken equipment. Report Hazard's SHE-Proc-M-009.2 Hazard Reporting. - Danger Tag damaged or broken equipment. SHE-Proc-M-011.7 Danger Tagging, Isolation & lockout. - Do not allow customers to stand within 2 Metres of the Saw area. Only 90 degree cuts are to made, we do not mitre or compound cut. (perpendicular and right angle and to saw) - Support long and heavy pieces of timber whilst being cut	PRE USE AND INSPECTION - Do not operate the saw if you have any doubts. If anything does not look or feel right – DO NOT USE THE SAW. - Inspect the safety guards, saw blade - Inspect work area - free from slip/trip hazards and have adequate access and egress? - Turn on the key operated isolation switch - Turn on Dust Extractor if installed  OPERATION - Measure where the cut is to be made and line up mark with laser guide or blade. - When ready to cut turn power on. - Hold timber with left hand, to the left of the marked danger area. - Ensure you are not standing in line with the saw blade. Drop Saw Cut: - Grasp the saw handle with right hand, press the trigger and wait for the blade to reach full speed. - Slowly press the saw down towards the work piece until the blade cuts right through the work piece. (Let the blade do the work, do not force the saw) - When cut is complete return saw to start position and release on off switch. Slide Cut (Compound Saw Only): - Grasp the saw handle with right hand, keeping left hand clear of blade. Pull the carriage towards you ensuring that the blade clears the work. - Press the trigger and wait for the blade to reach full speed. - Slowly press the saw down towards the work piece until the blade cuts right through. Then slowly push the saw away from you fully back to complete the cut. (Let the blade do the work, do not force the saw) - When cut is complete return to the saw to the start position and release on off switch. - Throw scrap in waste bin if the customer does not want it. - Stop the saw after each cut to re-align for the next cut. DO NOT leave it running when re-aligning timber. - Turn the master power off with the key and turn the dust extractor off. - Sweep up any saw dust left on the floor after use. NEVER Touch the blade guard whilst the saw is switched on or the blade is spinning. Guards are never to be removed or modified.

IMPORTANT: This SOP is intended for use by Company Stores only. Independent stores, this SOP can be used as a guide only and must be reviewed to ensure it is fit for purpose in your environment.

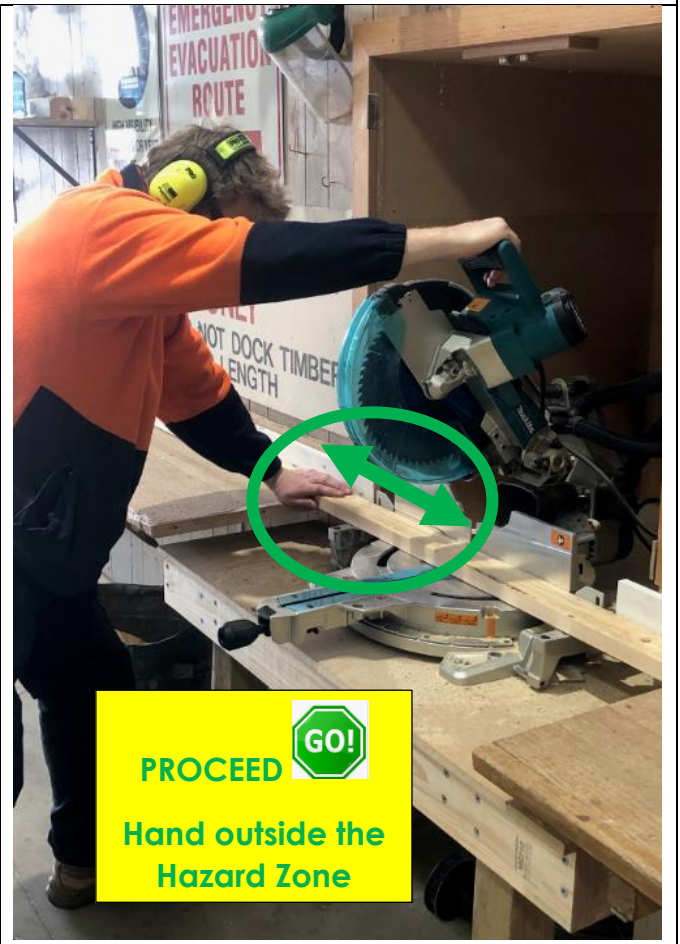
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Cutting Bowed Timber on a Saw Bench



Cutting Timber with a Mitre Saw

- Always position hand well outside the saw blade and outside the Hand Hazard Zone on the work bench
- Wear the appropriate PPE
 - Ear Muffs or Ear plugs
 - Safety Glasses



DROP SAW INDUCTION & TRAINING

I have received training in the safe and correct operation of the following equipment by a competent operator.

DROP SAW



Training has included all items on the below check list and the trainer feels confident of my capabilities.

I understand that incorrect usage will not be tolerated and will result in loss of authority to operate saws.

Name.....Signed.....

Date.....

Trainers Name.....Signed.....

DROP SAW TRAINING CHECKLIST

- Explanations of hazards associated with machines (view hazard assessment)
- Know the location, use and function of the emergency stop
- Full training in safe operation of machine (including all items on SOP)
- Know the location and purpose of safety equipment which is designed specifically for the machine
- Know the location of isolation switches
- Be aware of where instruction manuals are kept
- Know who first aid and SHE reps are
- Know where the first aid kit is kept
- Be aware of limitations of machines
- Know the people responsible for the machines and if in doubt of anything ASK.
- Know what types of timber the machine is used for