

SAFE OPERATING PROCEDURE

Do not use this equipment unless you have been properly trained and instructed in its safe use and have been given prior permission.



APPROVED EYE PROTECTION MUST BE WORN AT ALL TIMES



LOOSE OR LONG HAIR MUST BE CONTAINED. REMOVE EXPOSED RINGS OR JEWELLERY



CLOSED IN PROTECTIVE FOOTWEAR MUST BE WORN



PROTECTIVE CLOTHING MUST BE WORN



GLOVES MUST NOT BE WORN

PRE-OPERATIONAL SAFETY CHECKS:

1. The task (e.g. Drawings, Instructions, Specifications etc.) is clearly understood.
2. Ensure all corded electrical equipment is operated on a RCD provided circuit.
3. Ensure that the power tool/s being used have a safe work area.
4. Examine power lead and plug for any visible damage.
5. Ensure you are familiar with the operation controls of the drill press.
6. Ensure guards are securely fitted and are fully functional. Do not operate the drill press if guards are missing or faulty.
7. Ensure the workspace is clear of any trip hazards.
8. Follow correct clamping procedures to ensure the work piece is secure.
9. Adjust the spindle speed to suit drill, cutter diameter and the material being used.
10. Faulty equipment must not be used. Report any suspected faulty equipment immediately.

OPERATIONAL SAFETY CHECKS:

1. Do not leave the drill press unattended while running.
2. Switch off the machine and bring to a complete standstill before making any adjustments or cleaning accumulated swarf.
3. Feed downwards at a consistent rate to keep the drill cutting.
4. Never use your hands to hold an item being drilled, use a clamp.
5. Maintain a safe working posture.
6. Feed with care as the drill breaks through the underside of the work.

SAFE OPERATING PROCEDURE**HOUSE KEEPING**

1. Switch the machine off once work has been completed.
2. Leave the work area in a safe, clean and tidy state.

POTENTIAL HAZARDS

- Loose hair or clothing can get caught in moving machine parts.
- Eye injuries.
- Sharp edges and burns.
- Flying swarf and chips.