

## 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**



**HEARING PROTECTION MUST BE WORN WHEN NOISE LEVELS REACH AN EXCESSIVE LEVEL**



**CLOSED IN PROTECTIVE FOOTWEAR MUST BE WORN**



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



**PROTECTIVE CLOTHING MUST BE WORN**

### PRE-OPERATIONAL SAFETY CHECKS:

1. Ensure the task (e.g. Drawings, Instructions, Specifications etc.) is clearly understood.
2. Ensure the actuation muzzle has been serviced and is in good condition.
3. Ensure that staples have been correctly loaded into the gun.
4. Ensure that the compressed air hose is in good condition and is correctly been attached to the gun.
5. Ensure you are familiar with operational buttons of the nail gun you are using.
6. Ensure that work area is tidy and free from any trip/ slip hazards.
7. Ensure all other employees are clear form the immediate work area.
8. Use jigs or clamps to secure the workpiece.

### OPERATIONAL SAFETY CHECKS:

1. Remain cautious of any other staff who may be near by.
2. Keep your finger completely off the trigger when not firing staples or carrying the staple gun. The centre of gravity at the trigger can make it easy to accidentally fire the staple gun.
3. Do not use the stable gun if the safety or trigger is faulty. Immediately report any suspected faulty equipment to the supervisor.
4. Hold the gun firmly to the object being stapled, hold steady when firing.
5. Place nail gun down on the work bench before preparing the next workpiece.
6. Ensure that good housekeeping practises are in place to minimise waste build up.



# STAPLE GUN SAFE WORK PROCEDURE

## SAFE OPERATING PROCEDURE

### HOUSE KEEPING

1. Isolate the staple gun from the power source before making any adjustments or cleaning.
2. Detach compressed air hose and return to the air compressor.
3. Remove staples from the chamber and store tool in appropriate work cupboard.

### POTENTIAL HAZARDS

- Sharp projectiles.
- Compressed air.
- Hand injuries.
- Eye injuries.