

STANDARD OPERATING PROCEDURE

BELT SANDER

**ONLY TRAINED PERSONNEL
AUTHORISED TO OPERATE THIS MACHINE**



Identified Hazards

- Rotating and Abrasive Moving Parts
- Burns to Hands
- Noise
- Electricity
- Unsecured Material Being Flung Around
- Belts Breaking
- Excessive Dust
- Eye Injuries

Personal Protective Equipment Requirements to Operate



Other | Additional PPE Requirements: Restrain long / loose hair, remove / contain loose jewellery, wear no gloves

Operating Instructions

Pre-Operational Safety Checks

- Inspect the power tool for obvious damage, including lead, plug end and guarding and that the machine has a current electrical safety tag.
- Ensure suitable & safe work area provided with adequate lighting, free from congestion & tripping hazards.
- Ensure that the belt is intact and is suitable and appropriate for the material to be sanded.
- Electrically isolate the tool from the power supply if unsafe, making repairs or adjustments, or servicing.
- Ensure adequate dust ventilation and or extraction measures are in place.

Operational Safety Checks

- **NEVER** operate a faulty piece of equipment. Report any faults, problems or hazards **IMMEDIATELY**.
- Ensure required PPE is available and worn.
- Ensure the work piece is secure & well supported. Use a vice or clamp to hold the material secure where necessary.
- Always hold the belt sander securely with BOTH hands.
- Before starting, hold the machine clear above the work surface. Allow the belt to reach full operating speed before gradually applying the load.
- Do not use excessive force.
- Avoid blocking or covering the motor ventilation slots.
- Be vigilant of the tendency for the sander to “run - away” when not firmly held and controlled.
- After finishing the sanding operation, release the switch and hold the machine up until the belt has stopped.
- Never rest the sander on its side while still running.
- Always position electrical cords with care to avoid trip hazards and to prevent damage to the plug and cord.
- Before making any adjustments to the belt sander, bring the machine to a complete standstill, & then disconnect the plug from the power source.
- Do not leave machine unattended when operational.
- Clean up and dispose of debris from the work area both during and upon completion of the task.

REFER TO THE MANUFACTURER’S OPERATIONAL MANUAL FOR FULL SAFETY REQUIREMENTS