

# STANDARD OPERATING PROCEDURE

## CIRCULAR SAW

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



### Identified Hazards

- Ejected Waste (flying objects)
- Eye Injuries
- Noise
- Electricity
- Moving, Rotating & Sharp Parts
- Waste / Off-cut Materials
- Dust
- Kickback

### Personal Protective Equipment Requirements to Operate



**Other | Additional PPE Requirements:** Restrain long and loose hair, remove / contain loose jewellery

### 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.
- Material should be well supported & at a good working height.
- Ensure cutting process will not contact support material.
- Ensure material is free of loose knots & foreign objects.
- Electrically isolate from the power supply if unsafe, making repairs or adjustments, or servicing.

#### Operational Safety Checks

- **NEVER** operate a faulty piece of equipment. Report any faults, problems or hazards **IMMEDIATELY**.
- Ensure required PPE available and worn.
- Ensure base plate / foot of the saw is correctly positioned & secured.
- Do not support the material by hand, secure to a bench or supports and use two hands to operate.
- Do not start with blade touching the material. Allow saw to reach full speed before starting the cut.
- Do not have any part of your body in line with the path of the saw blade.
- Keep hands & power leads away from underneath the work. Do not attempt to remove cut material while the blade is turning.
- Cut straight and avoid twisting the blade during cut to prevent binding and possible 'kickback'.
- Use a fence or guide where possible when making long rip or cross cuts.
- Provide good support when cutting larger sheets to prevent the blade binding & possible 'kickback'.
- If task requires the cut to be stopped within the material, release the switch, hold the saw securely & wait for the blade to stop before removing.
- Before making any adjustments to the saw, bring the machine to a complete standstill, & then disconnect the plug from the power source.
- 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**