

# STANDARD OPERATING PROCEDURE

## FLOOR SANDER - ELECTRIC



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

### Identified Hazards

- Back Strain
- Slips / Trips and Falls
- Moving, Rotating Parts - Entanglement
- Noise
- Eye Injuries
- Task Duration
- Inhalation of Airborne Dust
- Electricity

### 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 appliance for obvious damage or faults, including:
  - That the rear wheels are sound and moving freely,
  - The sanding disc is in good condition, fitted correctly and suitable for the floor surface to be sanded,
  - The lead and plug end are in good condition and that it has a current electrical safety tag.
  - That all labels are in good condition, readable and secure.
- Check the floor to be sanded for any nails or other protrusions or obstructions.
- The appliance is only to be used for sanding timber (not concrete, plastic, metal, stone etc.)
- Ensure the power supply for the appliance is RCD protected.
- Ensure suitable & safe work area provided with adequate lighting, free from congestion & tripping hazards.
- Ensure you are familiar with the location and operation of the ON/OFF switch.
- Electrically isolate from the power supply if unsafe, making repairs or adjustments, changing the abrasive disc or emptying the dust separator canister or servicing.

#### Operational Safety Checks

- **NEVER** operate a faulty piece of equipment. Report any faults, problems or hazards **IMMEDIATELY**.
- Ensure the required PPE and RPE is available and worn when using the appliance, handling the dust separator canister or cleaning the appliance after use.
- Adjust the handle height to suit the individual operator.
- Ensure the vacuum and dust separator hoses are securely connected to their canisters and that the vacuum system is engaged whilst sanding. (Once switched on, will activate upon starting the appliance)
- Keep hands, feet and loose clothing away from all moving parts of the appliance.
- Never allow the power cable to come into contact with the sanding pad.
- Never dispose of or empty the contents of the dust separator canister into a fire or incinerator.
- Provide adequate ventilation to the work area to avoid the formation of a combustible mixture of airborne dust and air by opening windows.
- Do not smoke when using or servicing the appliance or when handling the dust separator canister. Make sure that all sources of ignition are removed from the work area.
- Do not leave the appliance unattended when operational.
- Use a vacuum cleaner to prevent inhalation of dust when cleaning the appliance & to remove dust residue.
- Clean up and dispose of any debris from the work area both during and upon completion of the task.

**REFER TO THE MANUFACTURER'S OPERATIONAL MANUAL FOR FULL SAFETY REQUIREMENTS**