

# STANDARD OPERATING PROCEDURE

## JIGSAW

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



### Identified Hazards

- Ejected Waste (Flying Objects)
- Eye Injuries
- Noise
- Electricity
- Sharp Moving Parts
- Waste / Off-Cut Materials
- Dust
- Snapping Blades

### 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 blade is intact and is suitable and appropriate for the material to be cut.
- Plan the work sequence to minimise the need for excessive backing out.
- Electrically isolate the tool 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 the work piece is secure & well supported.
- Ensure the work piece is free of loose knots, foreign objects or any other material that may affect a safe cut
- Do not plug in until all adjustments have been made.
- Keep the power cord well clear of the jigsaw blade.
- Check the underside of the cut to ensure that the blade will not cause any damage or be obstructed.
- Ensure required PPE is available and worn
- Prior to cut, ensure any clamps, stops or locking / adjustment devices are secured.
- Do not start the saw with blade touching material. Allow the saw to reach full speed before starting to cut.
- Do not exceed the maximum cut for the saw.
- Keep hands away from in front of the cutting operation.
- Exercise care when cutting curves to ensure the blade does not twist or bind - drill small holes if necessary.
- If the blade binds, release the switch immediately then free the blade and inspect for any damage.
- If the blade breaks, stop sawing immediately, switch off the machine before attempting to replace the blade.
- On completion, wait for the blade to stop moving before lifting the jig saw from the work piece, and then rest the saw on its side, protecting the blade.
- 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**