

## Safe Work Practice (SWP)

<b>Name of Task</b>	
<b>Band Saw</b>	
<b>Department/Unit: Trades Programs, and Maintenance</b>	
<b>Personal Protective Equipment or other required equipment and safety considerations:</b> Eye protection, hard hat, CSA approved safety footwear, work gloves, hearing protection and protective hair covering to contain long hair or tie back long hair.. No loose fitting clothing. Dust protection if dusty conditions.	
<b>Hazards:</b> Obstructions or foreign objects, cuts, lacerations, amputations, dust/debris irritation, noise and projectile work pieces.	
<b>Required Training:</b>	Successful completion of safety unit and test Training, in-house, by individuals, experienced and knowledgeable with the tool. Operators Manual.
<b>Steps to be taken to complete task safely:</b>	
1	<b>Pre-Operational Safety Checks:-</b> <ul style="list-style-type: none"> <li>Ensure no slip/trip hazards are present in workspace and walkways.</li> <li>Make all adjustments with power cord unplugged.</li> <li>Make sure guards are installed, properly adjusted and working properly.</li> <li>Faulty equipment must not be used. Immediately report suspect equipment.</li> <li>Ensure push stick is available.</li> <li>Locate and ensure you are familiar with the operation of the ON/OFF starter.</li> <li>Lower the blade guide and guard to full effect.</li> <li>Make all adjustments with POWER OFF.</li> <li>Start the dust extraction unit before using the saw.</li> </ul>
2	Adjust blade guard height to about 6 mm above the top of the material being cut.
3	Ensure the blade is tracking correctly and runs freely in and against the upper and lower guide rollers.
4	Keep hands out of danger zone – 5 cm out from the blade in all directions. Keep hands on either side of the blade – not in line with the cutting line and the blade.
5	Firmly hold work piece with both hands. Feed material into the blade at a slow and moderate speed. Use a push stick if work piece is smaller than 16 cm.
6	Hold work piece flat on the table
7	Make relief cuts when cutting a sharp curve
8	Turn saw OFF and let blade come to rest before removing work piece
9	<b>Post-Operational Safety Checks:-</b> <ul style="list-style-type: none"> <li>Clean up dust and debris with POWER OFF.</li> </ul>
<b><i>If an emergency situation occurs while conducting this task, or there is an equipment malfunction, shut the equipment off immediately and follow the lock out procedure. Report any hazardous situation to your instructor/supervisor immediately.</i></b>	
<b>Responsibilities, Completion and Review</b>	
<i>Management and workers to ensure all duties performed in accordance to training, established health and safety regulations/guidelines, policies and procedures (e.g. utilizing personal, protective equipment as per SAFE Work Procedures). Notify Manager or designates (i.e. supervisors) of all occurrences, injuries illnesses or safety and health concerns which are likely to harm themselves, co-workers, or any others who enter the premises.</i>	
<b>Completed by and Date:</b>	<b>Approved by:</b>

*Any document appearing in paper form is uncontrolled and must be compared to the electronic version.*

<b>Last Reviewed/Revised by and Date:</b>	<b>Note:</b> This task will be monitored periodically to ensure compliance and effectiveness.
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