

Safe Work Practice (SWP)

Name of Task: Angle Grinder	
Department/Unit: Trades	
Personal Protective Equipment or other required equipment or other safety considerations:	
<ul style="list-style-type: none"> • Eye Protection Required • Approved Dust Mask if required dependent on material used - Confirm with Instructor or MSDS • No loose-fitting clothing • Long or loose hair must be tied back or contained • CSA Approved Safety Footwear required • No jewelry, watches, rings, necklaces etc. • Face-Shield Required • Hearing Protection Required • Leather Gloves Required 	
Hazards:	
<ul style="list-style-type: none"> • Cuts, lacerations and amputations • Burns • Dust/debris irritation • Sparks • Noise • Fumes • Projectile work pieces/tools from improper set up or speed setting • Hot materials 	
Required Training	<ul style="list-style-type: none"> • Successful completion of NBCC Safety Course (Work Safely or Workplace Safety Practices) • Shop safety orientation • Read and understand SWP • For students, practical demonstration and Instructor supervision required
Pre-Operational Safety Checks	<ul style="list-style-type: none"> • Inspect required personal protective equipment and replace if required. • Ensure no slip/trip hazards are present in workspaces and walkways. • Make sure guards, if present, are installed and are working properly. • Faulty equipment must not be used. Immediately report suspect machinery. • Locate and ensure you are familiar with the operation of the ON/OFF starter • Disconnect power supply before changing or adjusting grinding wheels or other attachments
Prohibited Activities	<ul style="list-style-type: none"> • Do not leave this equipment unattended while running • Do not operate with support hand handle removed • Do not operate with one hand, always use both hands
Steps to be taken to complete task safely:	
1	Wear appropriate personal protective equipment (PPE).
2	Make sure all guards are in place, properly adjusted, and secured. Check grinding wheel carefully for cracks or damage before operation.
3	Make all adjustments with power cord unplugged. Battery removed if cordless
4	Ensure power switch is in the OFF position before plugging in. Check that cord is away from path of tool.
5	Remove any wrenches and adjusting tools before turning ON.
6	Ensure that work piece is properly secured, clamp if necessary.
7	During use, keep power cords clear of tools and the path that the tool will take.
8	Keep power cords away from heat, water, oil, sharp edges and moving parts. They can damage the insulation and cause a shock

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9	Turn power ON and allow motor to come to full speed before using. (Anticipate torque on start-up).
10	Perform operation safely and at a moderate pace; use the specified surface of the wheel to perform the grinding.
11	Turn power OFF and allow machine to stop before setting down.
12	Clean up dust and debris with POWER OFF.
	<p>If an emergency occurs while conducting this task, or there is an equipment malfunction, shut the equipment off immediately and follow the lock out procedure.</p> <p>REPORT ANY HAZARDOUS SITUATION TO YOUR INSTRUCTOR/SUPERVISOR IMMEDIATELY</p> <p>Housekeeping</p> <ul style="list-style-type: none"> • Ensure equipment is off. • Place all materials in their proper storage areas. • Ensure the equipment is safe, clean and tidy before you leave it.
Responsibilities, Completion and Review	
<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>	
Completed by and Date: 1/20/2020	Approved by: Catherine Black – Dean, Trades
Last Reviewed / Revised by and Date:	Note: This task will be monitored periodically to ensure compliance and effectiveness.