

Safe Work Practice (SWP)

Name of Task Jointer	
Department/Unit: Trades Programs, Maintenance	
Personal Protective Equipment or other required equipment and safety considerations: Eye protection, CSA approved footwear, dust mask, and hearing protection as required. Long hair must be tied back or contained. No loose fitting clothing, or jewelry (watches, rings or necklaces).	
Hazards: Cuts, lacerations, amputations, dust/debris irritation, noise, loose knots, foreign materials in wood, projectile work pieces/tools, and possible musculoskeletal injury.	
Required Training:	<ul style="list-style-type: none"> Successful completion of safety unit and test. Training in-house by individuals, experienced and knowledgeable with the tool.
Steps to be taken to complete task safely:	
1	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 workspace and hallways. Make sure guards, if present, are installed and working properly. Faulty equipment must not be used. Immediately report suspect equipment Locate and ensure you are familiar with the operation of the ON/OFF starter. Disconnect power supply before changing or adjusting blades. Make all adjustments with Power Off.
2	Prohibited Activities: <ul style="list-style-type: none"> Do not smoke. Do not leave this equipment unattended while running. Do not reach across machine. Do not let your hands come closer than 10 cm to the operating blade. Do not cut stock free hand. Do not plane end grain unless the board is at least 30 cm wide. Do not plane material under 30 cm in length. Do not machine material thinner than 9 mm.
3	Open dust chute and turn on dust collector.
4	Wear appropriate personal protective equipment.
5	Provide a minimum clearance of at least 1 metre greater than the length of the longest stock being worked.
6	Set a fence at the required angle.
7	Adjust the fence so that the distance from the end of the knives and the fence is 1 cm wider than the surface being planned.
8	Grasp wood firmly with both hands and press wood against middle of fence. Always use push sticks if stock is shorter than fence.
9	Feed through jointer at a moderate speed with the grain. Do not run hands over top of cutter head – maintain 10 cm margin of safety on either side.
10	Repeat steps 8 and 9 until edge is fully jointed.
11	Turn power Off. Wait for machine to stop rotating before leaving.
12	Post-Operational Safety Checks: <ul style="list-style-type: none"> Clean up dust and debris with Power Off.

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.

Responsibilities, Completion and Review

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.

Completed by and Date:

Approved by:

Last Reviewed/Revised by and Date:

Note: This task will be monitored periodically to ensure compliance and effectiveness.