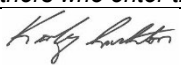




Safe Work Practice (SWP)

Name of Task: Ironworker	
Department/Unit: Trades	
Personal Protective Equipment or other required equipment or other safety considerations: <ul style="list-style-type: none">• Eye Protection Required• CSA Approved Safety Footwear Required• Hearing Protection Required• Leather Palmed Gloves Required• Long or Loose Hair must be tied back or contained• No jewelry, watches, rings, necklaces etc• No Loose-fitting clothing	
Hazards: <ul style="list-style-type: none">• Increased Noise levels• Pinch Points / Crushing Hazards• Sharp material edges• Falling objects• Slip Trip and Fall hazards	
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">• Read and fully understand instructional manual before operating• Review rated capacities of said equipment• Locate and ensure Emergency Stop switch is operational• Ensure work area is free of clutter and any possible slip/trip hazards• Ensure there is no material or tools on / in the ironworker prior to start up• Ensure all guarding is in place and functioning properly• Ensure all controls are operative• Foot pedals must be unobstructed• Ensure all accessories are fully fastened and secured• Examine punch, die, and stripper for correct alignment and securement• Ensure adequate lighting is provided
Prohibited Activities	<ul style="list-style-type: none">• Do Not operate this equipment without prerequisite training• NEVER leave the machine running while unattended• NEVER punch holes thicker than the diameter of the punch• NEVER exceed machine rated capacities• Do Not leave material or hand tools on the workstation• Do Not operate this equipment without protective guarding or strippers• NEVER attempt to punch partial holes.

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	• (Side thrust on punch / die assembly can be catastrophic.)
Steps to be taken to complete task safely:	
1	Locate and inspect all required personal protective equipment. Replace if required.
2	PPE must be worn at ALL times
3	Task must be fully planned
4	Complete material layout prior to any operation
5	Select appropriate tooling required based on operation / material
6	Turn on equipment
7	Select correct machine operation with appropriate controls
8	Operate machine with no load. (Dry Run)
9	If a remote foot pedal is available, position it best suited to the task
10	Ensure others are not in your work area
11	Carefully place and support material in the machine
12	Align material
13	Keep hands clear
14	Activate operation
15	At the conclusion of a stroke, remove foot from pedal
16	Remove all scrap material (example...Slugs)
	If an emergency situation occurs while conducting any 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	
<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: 2/20/2020	Approved by: 
Last Reviewed / Revised by and Date:	Note: This task will be monitored periodically to ensure compliance and effectiveness.

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