

SAFE OPERATING PROCEDURE



Task/Equipment Description: Circular Saw



Potential Hazards and Risks:

- Serious cuts, lacerations, or amputation
- Serious injury from kick back, push back and pull in
- Fire, burns - high temperature of engine and moving parts after operation. Sparks fumes.
- Exposure to noise
- Eye injury, debris
- Hazardous dust
- Slips, falls, sprains and strains
- Vibration, manual handling injury, and damage to hands / fingers
- Electrical shock

DO NOT use this equipment unless you have been trained in its safe use and operation.

Required Personal Protective Equipment (PPE)

	Gloves	Hearing Protection	Head Protection	Eye Protection	Eye (UV) Protection	Safety Footwear	FaceVisor / Welding	Dust Mask	Half Face Mask (P2)	Breathing Appartus	Hi-Vis Apparel	Full Body Clothing	Harness
PPE ✓													
	✓	✓	✓	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>

Other PPE (describe):

- Long hair, loose hair, loose clothing, jewellery must be contained, PPE and any protective clothing must be closely fitted and not loose fitting.

ALWAYS

Read the manual

Check the saw for any damage and ensure the safety guard is in place and functional

Restrict access of work area to unauthorised persons

Wear appropriate PPE when operating saw

Operate saw at angle away from body

Maintain firm hold on saw whilst performing cut in case of kickback which can be sudden rapid and life threatening

Ensure operator is suitably trained and competent to operate the saw

Ensure all guards are fitted, secure and functional

Keep children, pets and bystanders away from worksite

Use the blades supplied by Diamond Hire – do not substitute

NEVER

Never drop start the saw. Place firmly on the ground then start the saw

Never operate the saw if there is any damage or leaking fuel lines

Never operate the saw above shoulder height

Never operate the saw with incorrect blade or poorly installed blade

Never operate the saw if not suitably trained

Never operate the saw without the prescribed PPE

Never operate in or near an explosive environment such as flammable liquids, gases, or dry grass

Never operate the saw with damaged blade

Never operate on a ladder. Use a platform if cutting above shoulder height

Never use for purposes outside cutting wood

Safe Operating Procedure:

1. Pre-Operation – Safety Checks:

- Visually inspect the saw prior to each operation.
 - Inspect the work piece for nails or other items – remove before work commences
 - Inspect the intended work area and ensure it is clear of obstructions, clear of flammable materials, and is firm and level.
 - The saw operator must be suitably trained and experienced to operate the saw. Inexperienced operators must be supervised.
 - Always wear all required PPE for tasks.
 - Ensure the saw has a service tag indicating safe to use
 - Ensure the saw is clean and free of any damage and blades are sharp
 - **Ensure stop/start switch is fully functional and turned off before starting**
 - Check correct blade is correctly installed.
 - Ensure safety guard is in place and fully functional.
 - Ensure there are no obstructions near the saw blade.
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2. Operation – Safety Procedure:

- Read the manual on the Diamond Hire website
 - Restrict unauthorised access to the work area during operation. Ensure all persons in vicinity have hearing protection.
 - Secure the workpiece on a stable platform and do not rest on legs or use hands
 - Ensure blade is at full speed before attempting the cut. Ensure clean straight cut.
 - Adjust cutting depth to the thickness of the workpiece
 - Do not reach under the workpiece
 - Hit off switch immediately if the saw jams.
 - Retract blade from material being cut before starting the cutting again.
 - After the cut, retract blade from material.
 - Stop engine. Wait until blade has come to a complete stop before moving saw.
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3. Post-Operation – Housekeeping:

- Before cleaning up tasks - switch the machine off and allow it to come to a complete stand still.
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This document does not replace training; it is provided as a guide to the safe use of this type of equipment. Refer to the manufacturer's manual or training documents for further information. This is a non-specific document and must be assessed against your particular brand of equipment and the working environment. Where necessary a Task Specific Risk Assessment should be undertaken.

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- Leave the work area in a safe, clean, and tidy state.
 - Observe correct manual handling techniques when lifting and moving equipment.
 - Ensure the saw is stored safely and/or correctly secured for transport.
 - Secure equipment from access by children or unauthorised users
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