

## SAFE OPERATING PROCEDURE

### Task / Equipment Description: Angle Grinder

Example photo only
















#### Potential Hazards and Risks:

- Electrocution
- Heat generated from cutting
- Laceration
- Noise
- Fire
- Entanglement
- Projectiles / eye injury
- Exposure to hazardous dust

**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
<b>PPE</b> ✓													
	✓	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>

#### ALWAYS

Ensure you are fit for the task, trained and competent

Secure loose clothing and long hair from entanglement and remove jewellery

Maintain a firm grip, use an auxiliary handle (if provided) to control torque and kickback

Use the guard provided and ensure that it is in place, suitable and functional

Ensure that the type and size of power tool is suitable for the task

#### NEVER

Never expose the power tool to rain or water

Never use the power tool if it is faulty or does not operate correctly

Never lay the power tool down until it has come to complete stop

Never cut open a container which may have contained a flammable material

Never add accessories to the tool or use for polishing

Never Use this tool in the vicinity of flammable products and materials

*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.*

## Safe Operating Procedure:

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1. Pre-Operation – Safety Checks
  - Secure loose clothing and long hair from entanglement and remove jewellery
  - Ensure work area is clean and well lit
  - Check for the presence of flammable liquids, chemicals and dust and ensure segregation from work area
  - Keep unauthorised workers away, create an exclusion zone
  - Check electrical lead, of charger is in good condition and without faults
  - Ensure any adjusting keys and wrenches are removed prior to operation
  - Ensure the attachment is suitable for the power tool (ie regarding the rated speed, size and thickness)
  - Check the power tool and abrasive wheel / accessory for signs of damage, such as cracks, chips and tears – do not use if there is damage
  - Support or clamp the item being worked on

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2. Operation – Safety Procedure
  - Refer to manual for use of tool
  - Maintain a firm grip with both hands, use an auxiliary handle (if provided) to control torque and kickback
  - Avoid body contact with earthed or grounded surfaces to reduce the risk of electrocution
  - Keep proper stable footing and do not over reach
  - Allow the power tool to run up to operating speed prior to use
  - Do not force the power tool
  - Operations such as cutting off are not recommended with this type of power tool
  - Ensure that no unintended object or body part is placed near the cutting surface

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3. Post-Operation – Housekeeping
  - Ensure that the power tool is switched off before changing or adjusting the blade
  - Do not lay the power tool down until it has come to a complete stop
  - Ensure the power tool is stored safely to protect it from damage
  - Clean up area after task completed
  - Ensure that any trip and slip hazards are removed