

STANDARD OPERATING PROCEDURES

Belt Disc Sander

DO NOT use this machine unless you have received authorization from the Shop Coordinator



Safety glasses must be worn at all times in work areas.



Long and loose hair must be contained.



Sturdy, closed-toe footwear must be worn at all times in work areas.



Close fitting/protective clothing must be worn. Roll up long sleeves.



Gloves must not be worn when using this machine



Rings and jewelry must not be worn.

Potential Hazards and Injuries

- Hair/clothing / getting caught between rest and belt (entanglement or amputation possible).
- Flying material (eye injury)
- Contact with belt or disc (abrasion/burns)
- Dust exposure (respiratory hazard)

Pre-Operational Safety Checks

- Locate and ensure you are familiar with all machine operations and controls.
- Ensure all guards are fitted, secure and functional. Do not operate if guards are missing or faulty.
- Check workspaces and walkways to ensure no slip/trip hazards are present.
- Ensure the belt or disc do not touch the work rest and that the gap between the abrasive surfaces and rest is no greater than 1/8 inch.
- Check that the belt and disc are in serviceable condition.
- Start the dust collection system before using the machine.

Safe Practices During Operation

- Only one person may operate this machine at any one time.
- Allow the machine to reach maximum speed before attempting to sand.

- Always place workpiece on the table so that the disc rotation is travelling toward the work and the table. This will help hold the workpiece in position.
- Hold material firmly against table before applying pressure to the sanding surface.
- Keep fingers well clear of belt or disc while sanding.
- De-energize and lock out the machine prior to making adjustments or performing any maintenance.

Ending Operations and Cleaning Up

- Switch off the machine when work completed.
- Leave the machine in a safe, clean and tidy state.

DON'T

- Do not use faulty equipment. Immediately report any suspect machinery.
- Do not attempt service before disconnecting power and applying lockout device to plug.
- Do not hold workpiece with gloves, cloth, apron or pliers.
- Do not sand metal.
- Do not sharpen tools with the sander.
- Do not hold small objects by hand.
- Never leave the machine running unattended.
- Never attempt to stop the belt or disc with your hands.

SOP must be used in conjunction with an effective training program