

## STANDARD OPERATING PROCEDURES

# Radial Arm Saw

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



Safety glasses must be worn at all times.



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



Hearing protection must be used.



Long and loose hair must be contained.



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



Rings and jewelry must not be worn.

### Potential Hazards and Injuries

- Contacting moving blade (cuts / amputations).
- Saw blade may grab and “kick back” toward operator (blunt force injuries).
- Noise (hearing damage).
- Flying objects (eye injuries).

### Pre-Operational Safety Checks

- Locate and ensure you are familiar with all machine operations and controls.
- Ensure all guards and anti-kickback device 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 push stick is available.
- Start the dust extraction unit before using the machine.
- Unplug and lock-out machine before attempting any maintenance.

### Safe Practices During Operation

- Keep hands away from the blade and cutting area.
- The workpiece must be held against a fence.
- Allow the saw blade to reach maximum speed before making a cut.
- Avoid reaching over the saw line. Do not cross arms when cutting.
- Pull saw with the left hand whenever possible.

- When pulling the saw with the right hand, keep the left hand, especially the thumb, well clear of the line of cut.
- Before making adjustments, switch off the saw and bring the machine to a complete standstill.
- If a kick-back occurs, stop the machine before attempting to back the saw away from the work piece.
- If power fails, switch machine off and push saw away from the workpiece.

### Ending Operations and Cleaning Up

- Switch off the machine and wait for it to completely stop.
- Reset all guards to a fully lowered position.
- Leave the machine in a safe, clean and tidy state.

### DON'T

- Do not use faulty equipment. Immediately report suspect machinery.
- Do not cut branches or recycled wood embedded with nails or screws.
- Attempt to cut very small items.
- Do not conduct ripping operations.
- Cut cylindrical or irregular stock.
- Never leave the machine running unattended.
- Do not exceed the maximum cut of the machine / blade combination.

**SOP must be used in conjunction with an effective training program**