

STANDARD OPERATING PROCEDURES

Table 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 chips and dust (eye/ respiratory).

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 push stick is available.
- Lower the blade guide and guard to as close to workpiece as practicable.
- 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.
- Ensure blade height is at least 1 ½ times the thickness of the workpiece.
- Feed the workpiece forward evenly and hold it firmly on the table to ensure effective control during cutting, while keeping hands in a safe position.
- The workpiece must be held against a fence, miter gauge or jig.
- Allow the saw blade to reach maximum speed before making a cut.

- Use a push stick when feeding material past the blade.
- Before making adjustments, switch off the saw and bring the machine to a complete standstill.
- Stop the machine before attempting to back the work away from the blade.
- Stop the saw immediately if the blade develops a 'click'. Report it to your shop manager.
- If power fails, switch machine off and back workpiece away from blade.

Ending Operations and Cleaning Up

- Switch off the machine and wait for it to completely stop.
- Fully lower blade below the table.
- 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.
- Attempt to cut very small items.
- 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