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| **SAFE OPERATING PROCEDURE****CNC ROUTER** |
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| **DO NOT** use this machine unless you have completed the induction and you are under supervision |
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| Safety glasses must be worn at all times in work areas. | Hair Protection circleLong and loose hair must be contained or restrained. |
| Foot Protection circleAppropriate protective footwear with uppers must be worn. | Hearing Protection circleHearing protection will be required when operating this machinery. |
| **Prohibition circleProhibition circle**Rings and jewellery must not be worn. | Description: Dust mask signA mask must be worn when excessive airborne dust is created. |

### **PRE-OPERATIONAL SAFETY CHECKS**

1. **Ensure you are familiar with CNC “Nesting and Toolpathing” software functionality.**
2. **Locate and ensure you are familiar with the operation of the ON/OFF and Emergency Stop controls.**
3. **Ensure that all guards and safety devices are in position and secured.**
4. **Use only materials that are free of defects.**
5. **Ensure router cutting bit size conforms to specifications. The machine must be isolated while any adjustments are made to the cutter head.**
6. **Ensure all cutters are sharp and free of resin build up or wear.**
7. **Adjust the dust collector shroud (where fitted) correctly for maximum efficiency.**
8. **Be aware of any other personnel in the immediate vicinity and ensure the area is clear before using this equipment.**
9. **Familiarise yourself with all electrical and mechanical operations and controls, including any hand held keypad interface remote control.**

#### OPERATIONAL SAFETY CHECKS

1. **Never pre-program any CNC router table to perform beyond the capacity of the machine.**
2. **Confirm all CNC programming instructions for the table router.**
3. **Ensure sheet material is secure to the work surface bed when cutting and/or engraving sheet materials such as ply, acrylic, aluminium, foam or rubber.**
4. **Ensure all robotic tracking arms remain unobstructed during the cutting/engraving operation.**
5. **Never attempt to remove waste materials or excess dusts from the work surface while the machining process continues automatically.**
6. **Never leave the CNC router table in operational mode while unattended.**

#### HOUSEKEEPING

1. **On completion, isolate all switches. Leave machine and floor in a safe, clean and tidy state.**

## POTENTIAL HAZARDS

**◼ Entanglement & entrapment ◼ Pinch, crush & squash points ◼ Dusts and fumes ◼ Eye injury ◼ Electrical components ◼ Manual handling**

This SOP does not necessarily cover all possible hazards associated with the tool and should be used in conjunction with other references. It is designed to be used as an adjunct to teaching Safety Procedures and to act as a reminder to users prior to tool use.

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