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| **SAFE OPERATING PROCEDURE****ANGLE GRINDER** |
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| **DO NOT** use this machine unless you have completed an induction and the Supervisor has given permission |
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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. | ApronClose fitting, protective clothing or a workshop apron is encouraged. |
| **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. **Use only in safe area – erect screens if necessary.**
2. **Examine the equipment for damage. Do not use damaged equipment.**
3. **Ensure that the grinding disc, guard and attachments (including handle) are secure and correctly fitted.**
4. **Inspect the grinding disc for damage. Do not use damaged grinding disc.**
5. **Always inspect the work piece to ensure that there aren’t any items which might damage the grinding wheel or cause injury to the operator.**
6. **Secure and support the work piece using clamps, bench vices, etc.**

#### OPERATIONAL SAFETY CHECKS

1. **Ensure all other users are clear of the immediate work area.**
2. **Keep fingers and hands clear of the grinding disc.**
3. **Never make adjustments while the angle grinder is running.**
4. **Do not switch off the angle grinder when it is under load, except in an emergency.**
5. **Allow angle grinder to reach operating speed before applying to work piece & increase load gradually.**
6. **Be aware of flying sparks. Hold grinder so that sparks fly away from you or other people and don’t work near flammable materials.**
7. **Do not leave the angle grinder running & only use the grinder when hand held.**
8. **Do not touch the work piece immediately after grinding operation as it may be extremely hot.**

#### HOUSEKEEPING

1. **On completion, clean bench and work area leaving it in a safe, clean and tidy state.**
2. **Remove and dispose of grinding disc if damaged.**

## POTENTIAL HAZARDS

**◼ Entanglement & entrapment ◼ Burns from hot material or friction ◼ 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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