SAFE WORK INSTRUCTION

BENCH PRESS and DIE CUTTER

PERSONAL PROTECTIVE EQUIPMENT

Safety glasses must be worn at all times.

Safety footwear must be worn.

Long or loose hair must be contained.

POTENTIAL RISKS	DON'Ts
ⓘ Closing movements between shearing surfaces and other parts can result in trapping. ⓘ Sharp edges on cutters, work pieces can cause cuts. ⓘ Squash/crush and pinch points. ⓘ Impact from handle. ⓘ Manual handling.	✖ Do not use faulty equipment. Immediately report suspect machinery to your supervisor. ✖ Never use bench press and die cutter for cutting metal that is beyond the machine's capacity for thickness, shape or type.

PRE-OPERATIONAL SAFETY CHECKS

- ✓ Locate and ensure you are familiar with all machine operations and controls.
- ✓ Ensure bench press and Die cutter are securely fastened to a bench or purpose-designed stand.
- ✓ Ensure shearing edges are in good condition, distortion free and correctly adjusted.
- ✓ Ensure working parts are well lubricated and the blades free of rust and dirt.
- ✓ Check workspaces and walkways to ensure no slip/trip hazards are present.
- ✓ Ensure there is sufficient space around the machine to prevent accidental contact with people in the area.
- ✓ Ensure the correct tool parts are installed for the job you need to do and make sure the parts are aligned correctly.

OPERATIONAL SAFETY CHECKS

- ✓ Ensure material is properly supported during cutting.
- ✓ Use supports for long material. Signpost if a tripping hazard.
- ✓ Hold material securely to prevent it tilting during the cut.
- ✓ Ensure fingers and limbs are clear while operating the machine.

ENDING OPERATIONS AND CLEANING UP

- ✓ Return the handle to the start position when not in use.
- ✓ Leave the work area in a safe, clean and tidy state.

SIDE by SIDE
HEALTH AND SAFETY

THE UNIVERSITY OF AUCKLAND
Te Whare Wānanga o Tāmaki Makaurau
NEW ZEALAND