

SAFE WORK INSTRUCTION

SEWING MACHINE

PERSONAL PROTECTIVE EQUIPMENT



Safety glasses must be worn at all times.



Long or loose hair must be contained.



Rings and jewellery must not be worn.

POTENTIAL RISKS

- ❗ Broken needles may penetrate eye.
- ❗ Fingers may get caught in moving parts.
- ❗ Hair or clothing may get caught in moving parts.
- ❗ Electrical Hazards.

DON'Ts

- ✗ Do not use faulty equipment. Immediately report suspect machinery to your supervisor.
- ✗ Do not try to adjust the machine or change bobbins with the machine turned on.
- ✗ Do not sew over pins.
- ✗ Do not sew fabric that is too heavy.
- ✗ Do not attempt to slow or stop the machine by hand.
- ✗ Do not leave equipment on top of the machine.

PRE-OPERATIONAL SAFETY CHECKS

- ✓ Locate and ensure you are familiar with all machine operations and controls.
- ✓ Ensure all covers are fitted, secure and functional. Do not operate if guards are missing or faulty.
- ✓ Check the needle is secure and straight.
- ✓ Ensure the work piece will not snag during feeding.
- ✓ Ensure hands are clear of the needle.

ENDING OPERATIONS AND CLEANING UP

- ✓ Switch off the machine when work completed.
- ✓ Ensure all pins are safely put away.
- ✓ Leave the machine in a safe, clean and tidy state.

OPERATIONAL SAFETY CHECKS

- ✓ Before making adjustments or measurements, switch the machine off and ensure your foot is clear of the pedal.
- ✓ Ask for assistance if you need it.

This Safe Work Instruction does not necessarily cover all possible hazards associated with this equipment and should be used in conjunction with other references. It is designed as a guide to be used to compliment training and as a reminder to users prior to equipment use.

