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| **SAFE OPERATING PROCEDURE**  **RECIPROCATING SAW** | |
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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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| Approved safety glasses must be worn at all times. | Contain or restrain long and loose hair and remove exposed rings or jewellery. |
| Foot Protection circleAppropriate protective footwear with substantial uppers must be worn. | A suitable workshop apron or close fitting protective clothing must be worn. |
| Hearing protection should be worn when noise levels are excessive. |  |

### **Never operate a faulty electrical power tool. Report it to the Supervisor.**

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

1. **Ensure this power tool has a suitable safe work area.**
2. **Ensure the blade is intact and suits the material to be cut.**
3. **Ensure blade guarding is in place (if applicable).**
4. **Examine the battery is suitably charged.**

#### OPERATIONAL SAFETY CHECKS

1. **Examine the material to be cut for splits, loose knots, etc.**
2. **Check the blade runs ‘true’ and does not wobble.**
3. **Ensure the work piece is secure and well-supported.**
4. **Do not plug in battery until all adjustments have been made.**
5. **Check the underside of the cut to ensure that the blade will not cause any damage or be obstructed.**
6. **Allow the saw to reach full speed before starting.**
7. **Always saw at a moderate rate. Do not apply excessive force to the material being cut.**
8. **Keep hands away from the cutting operation.**
9. **Take care when cutting curves to ensure that the blade does not twist or bind. If the blade breaks, stop sawing immediately and switch the machine off and report it to the Supervisor.**
10. **If the blade binds, release the switch immediately – free the blade and inspect for damage.**
11. **Ensure that off-cuts will not cause binding, or fall on your feet.**
12. **On completion, wait for the blade to stop moving before resting the saw on its side, protecting the blade.**

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| **Ensure the blade runs ‘true’ and does not wobble.** |

#### HOUSEKEEPING

1. **After use, return the battery for recharging.**
2. **Leave the work area in a safe, clean and tidy condition.**

## POTENTIAL HAZARDS

* + **Moving, rotating and sharp parts ◼ Burns ◼ Electricity**
  + **Dust ◼ Eye injuries**  **◼ Ejected waste**

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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