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| Author Name: Brady Ryan Title: Manager Date: 3/27/2020 | |
| #1 Process  (if applicable) | Sewing cloth and other materials |
| #2 Equipment | JANOME Sewist 500 and other sewing machines |
| #3 Personal Protective Equipment (PPE) | Minimum shop PPE |
| #4 Environmental /  Ventilation controls. |  |
| #5 Required training or approval | * Sewing machine training * Review and observe general safety practices outlined in the Shop Equipment Safety Guidelines. * Refer to the manufacturer’s operating manual for all operating procedures. |
| #6 Inspection requirements before use | * Before operating the device, a full visual inspection should be carried out. In the event of any defects or malfunctions, please notify a staff member. * Before use, inspect the sewing machine and power cord for damage. * Ensure all machine settings are appropriate for the task you intend to perform * Use proper type and size of needle for the fabric you’re using. (If you do not know, ask a staff member) |
| #7 Safe operating procedures or precautions | * Regularly inspect the needle to make sure it is not dull, bent, or damaged in any other way; if damaged, toss in the red sharps bin. * Place pins and needles in pin cushion or small container after use. Do not leave pins/needles loose on the table or floor. * Always sweep working area when finished to avoid leaving pins on floor. * When operating a sewing machine, keep eyes on the sewing area and do not touch any moving machine parts. * Turn off the power switch and disconnect power before changing a needle or presser foot. * Never place anything on the machine’s operating foot control other than your foot/shoe, as the machine may run without warning. * If at any time, there are questions regarding safety, ask a staff member for assistance. |
| #8 Chemicals/ spill procedures/waste disposal | NA |
| Author Signature: Date: | |