

SAFETY OPERATING PROCEDURES

Metal Lathe

DO NOT use this machine unless a teacher has instructed you in its safe use and operation and has given permission.



Safety glasses must be worn at all times in work areas.



Sturdy footwear must be worn at all times in work areas.



Rings and jewellery must not be worn.



Long and loose hair must be contained.



Close fitting/protective clothing must be worn.



Gloves must not be worn when using this machine.

PRE-OPERATIONAL SAFETY CHECKS

1. Check workspaces and walkways to ensure no slip/trip hazards are present.
2. Locate and ensure you are familiar with the operation of the ON/OFF starter and E-Stop (if fitted).
3. Ensure all guards are in place.
4. Check that the job is clamped tight in the chuck.
5. Remove all tools from the bed and slides of the machine.
6. Ensure correct speed for machining process is selected.
7. Remove the chuck key before starting the lathe.
8. Do not try to lift chucks or face plates that are too heavy for you.
9. Faulty equipment must not be used. Immediately report suspect machinery.

OPERATIONAL SAFETY CHECKS

1. Never leave the lathe running unattended.
2. Before making adjustments or measurements switch off and bring the machine to a complete standstill.
3. Do not attempt to slow/stop the chuck or revolving work by hand.
4. Avoid letting swarf build up on the tool or job. Stop the machine and remove it.
5. Always remove the chuck key from the chuck.
6. Do not store tools and parts on top of the machine.

HOUSEKEEPING

1. Switch off the machine and reset all guards to a fully closed position.
2. Leave the machine in a safe, clean and tidy state.

POTENTIAL HAZARDS

- Flying objects - chuck key left in chuck
- Cutting tool injury when cleaning, filing or polishing
- Rotating machine parts - entanglement
- Metal splinters/swarf
- Eye injuries

This SOP does not necessarily cover all possible hazards associated with the machine 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 machine use.

Date of last review

Signature