



Safe Work Procedure – Belt Disc Sander

Authorised by HR Manager

Issue Date: 27.12.17 | Last Review: 27.12.17 | Next Review: 27.12.19

DO NOT use this equipment unless you are authorised to use it and, have been instructed in its safe use and operation



Safety glasses must be worn at all times in work areas



Rings and jewellery must not be worn



Sturdy non slip footwear must be worn in work area



Close fitting/protective clothing must be worn



Gloves must not be worn when using machine



Long and loose hair must be contained

POTENTIAL HAZARDS:

- Include abrasions, burns to skin, eye injuries, excessive dust, unsecured material being flung around

PRE-OPERATIONAL SAFETY CHECKS

- Check workspaces and walkways are clear of slip/trip hazards
- Ensure you are familiar with the operation of the ON/OFF starter and E-Stop (if fitted)
- Ensure the table is set not more than 2mm from disc
- Check the belts and discs are in a serviceable condition
- Ensure the dust extraction unit is on before operating machine.
- Do not use (and report) and faulty equipment.

OPERATIONAL SAFETY

- Ensure the operator is positioned out of the direct line of the abrasive belt at all times
- Allow the machine to reach its maximum revolutions before operating to avoid overloading
- Always place material on the table on the downward side of the disc travel to hold it down on the table surface
- Hold the material firmly against the equipment “stops” or table before applying pressure on abrasive
- Keep fingers clear of disc or belt while sanding
- Never leave the machine while it is running
- Before making adjustments switch off and bring the machine to a complete standstill

POST-OPERATION:

- Switch off the machine
- Leave the machine in a safe, clean and tidy state

FORBIDDEN – NEVER USE SANDER TO:

- Sand very small items
- Sharpen tools
- Sand Metal

TIP - INFORMATION

Stationary belt sanders are often combined with a disc sander. Belt sanders can have a very aggressive action on wood and are normally used only for the beginning stages of the sanding process, or used to rapidly remove material. Sometimes they are also used for removing paints or finishes from materials.





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