

# Safe Operating Procedure

## Reciprocating Saw



### PERSONAL SAFETY



### PRE OPERATIONAL SAFETY CHECKS

- Ensure this power tool has a suitable safe work area;
- Ensure the blade is intact & suits the material to be cut;
- Ensure blade guarding is in place (if applicable);
- Examine the power lead and plug for obvious damage;
- Ensure current test tag and RCD coverage is used.

### POTENTIAL HAZARDS

- Dust;
- Ejected waste;
- Eye injuries;
- Burns;
- Moving, rotating & sharp parts;
- Electricity.

### OPERATIONAL SAFETY PRACTICES (CONTROLS)

- Examine the material to be cut for splits, loose knots & nails, etc.;
- Check the blade runs 'true' and does not wobble;
- Ensure the workpiece is secure & well supported;
- Do not plug in until all adjustments have been made;
- Ensure the power cord is well clear of the blade;
- Check the underside of the cut to ensure that the blade will not cause any damage or be obstructed;
- Allow the saw to reach full speed before commencing;
- Always saw at a moderate rate. Do not apply excessive force to the material being cut;
- Keep hands away from the cutting operation;
- Take care when cutting curves to ensure that the blade does not twist or bind. If the blade breaks, stop sawing immediately. Switch the machine off and do report to the Supervisor;
- If the blade binds, release the switch immediately – free the blade & inspect for damage;
- Ensure that off-cuts will not cause binding, or fall on your feet;
- On completion, wait for the blade to stop moving before resting the saw on its side, protecting the blade.

### HOUSEKEEPING

- Switch off machine and for corded tools disconnect from power source;
- Store tool in appropriate container;
- Leave the work area in a safe, clean, & tidy condition.