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| ***G:\6100_Performance_HR\6555 - Organisational Safety and Wellbeing\2. HSW - Systems and Strategy Team\Rebadging OSW Documents (Kristyn)\ITD logos\Updated 2018\Welding_word_banner_SOP.jpg***🗹**MMA WELDER****Circular Saw** |
| ***Students must complete the checklist below with a tick in every box before operating this portable power equipment*** |
| **Has your teacher given you instruction on the safe use and operation of this equipment?** | **🗆** |
|  |
| **Has your teacher given permission for you to use this equipment?** | **🗆** |
| Foot Protection circle | Are you wearing approved safety goggles?. | **🗆** |
|  | Are you wearing protective footwear with substantial uppers?. | **🗆** |
| Hand Protection circle | Are you wearing oil-free leather gloves?  | **🗆** |
| **Hair Protection circle** | If you have long or loose hair, is it tied back and contained? | **🗆** |
| Protective Clothing circle | Are you wearing close-fitting protective clothing or overalls? | **🗆** |
| Prohibition circle | Have you removed all your exposed rings and jeweller? | **🗆** |
| Welding Mask circle | Are you wearing a welding mask with correct grade lens for MMAW? | **🗆** |
| Pacemaker caution sign02 |
| **Have you read the important information section on the reverse?** | **🗆** |
|  **PRE-OPERATIONAL SAFETY CHECKS** |  |
| 1. Are there any slip/trip hazards present in the workspaces and walkways?
2. Is the area clean and free of grease, oil and other flammable material?
3. Is the welding equipment and work area dry to avoid electric shocks?
4. Are the gloves dry and free from holes to avoid electric shocks?
5. Is the electrode holder and work leads in good condition?
6. Is the fume extraction unit ON before beginning the welding operation?
7. Are others protected? Close the UV curtain or erect UV safety screens.
 | **🗆** |
| **🗆** |
| **🗆** |
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 MMA welder

Paste pages 1 & 2 back to back – cut out this section – laminate and trim to size

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| ***G:\6100_Performance_HR\6555 - Organisational Safety and Wellbeing\2. HSW - Systems and Strategy Team\Rebadging OSW Documents (Kristyn)\ITD logos\Updated 2018\Welding_word_banner_SOP.jpg*****MMA WELDER****Circular Saw** |
| **Important information – read before use** |
| **OPERATIONAL SAFETY CHECKS** |
| **DO NOT use faulty equipment – report this immediately to your teacher.** |
| 1. Keep the welding leads as short as possible and coil them to minimize inductance.
2. Ensure the electrode holder has no electrode in it before turning on the welder.
3. Ensure current is correctly set according to electrode selection.
4. Do not use bare hands and never wrap electrode leads around yourself.
5. When welding is finished or interrupted, remove electrode stub from holder and switch off power source.
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| **HOUSEKEEPING** |
| 1. Switch off the machine and fume extraction.
2. Hang up electrode holder and welding cables and leave the work area in a safe, clean and tidy state.
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| **POTENTIAL HAZARDS** |
| ◼ Electric shock ◼ Flying sparks◼ Radiation burns to eyes or body ◼ Fume◼ Body burns due to hot or molten materials ◼ Fire |
|  |

 **Date of last review:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_