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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  **SPOT WELDER** (portable) |
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| **DO NOT** use this equipment unless a teacher has instructed you in its safe use and operation and has given permission |

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| Safety glasses must be worn at all times in addition to welding mask. | Hair Protection circleLong and loose hair must be contained or restrained. |
| Foot Protection circleAppropriate protective footwear with substantial uppers must be worn. | ApronClose fitting protective clothing or overalls must be worn. |
| Prohibition circleProhibition circleRings and jewellery must not be worn. | Hand Protection circleLeather gloves must be worn when handling hot materials. |

### **PRE-OPERATIONAL SAFETY CHECKS**

1. **Check workspace to ensure that no slip/trip hazards are present.**
2. **Check switchgear and cable are in sound condition.**
3. **Check electrode points are in good condition and meet correctly.**
4. **Set pressure on clamps to hold work securely without damaging work.**
5. **Pre-set weld time under teacher direction (if timer fitted).**
6. **Gloves should be used to position and hold work.**

**DO NOT** use faulty equipment – report this immediately to your teacher.

OPERATIONAL SAFETY CHECKS

1. **Do not plug in until all adjustments have been made.**
2. **Ensure the spot welder has cooled before making any adjustments.**
3. **Avoid prolonged use to avoid heat build-up of electrodes and extension arms.**
4. **Take care when holding work due to heat created during welding process.**
5. **Ensure the spot welder is always well-supported on a flat bench surface when in use.**
6. **Do not leave the spot welder until it has cooled down or is placed in an appropriate area to prevent accidental burns to others.**
7. **Select the appropriate tips and arms – discuss with your teacher.**
8. **Examine tips regularly for pitting and built-up of contamination.**
9. **Do not use if tips are in poor condition.**
10. **Ensure spot welding process is carried out in a well-ventilated area.**

HOUSEKEEPING

1. **Switch off the spot welder, allow electrodes to cool completely and clean well.**
2. **Return the equipment to the appropriate storage area as required.**
3. **Leave the work area in a safe, clean and tidy state.**

#### POTENTIAL HAZARDS

* **Trips, slips and falls ◼ Cuts and lacerations ◼ Electricity**
* **Eye injuries from the expulsion of molten metal or flying sparks**
* **Burns from hot components** (i.e. electrodes) **and hot metal surfaces**



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