# ⚠ WARNING

# General Machinery Safety Instructions

Machinery House
requires you to read this entire Manual before using this machine.

1. **Read the entire Manual before starting machinery.** Machinery may cause serious injury if not correctly used.
2. **Always use correct hearing protection when operating machinery.** Machinery noise may cause permanent hearing damage.
3. **Machinery must never be used when tired, or under the influence of drugs or alcohol.** When running machinery you must be alert at all times.
4. **Wear correct Clothing.** At all times remove all loose clothing, necklaces, rings, jewelry, etc. Long hair must be contained in a hair net. Non-slip protective footwear must be worn.
5. **Always wear correct respirators around fumes or dust when operating machinery.** Machinery fumes & dust can cause serious respiratory illness. Dust extractors must be used where applicable.
6. **Always wear correct safety glasses.** When machining you must use the correct eye protection to prevent injuring your eyes.
7. **Keep work clean and make sure you have good lighting.** Cluttered and dark shadows may cause accidents.
8. **Personnel must be properly trained or well supervised when operating machinery.** Make sure you have clear and safe understanding of the machine you are operating.
9. **Keep children and visitors away.** Make sure children and visitors are at a safe distance for you work area.
10. **Keep your workshop childproof.** Use padlocks, Turn off master power switches and remove start switch keys.
11. **Never leave machine unattended.** Turn power off and wait till machine has come to a complete stop before leaving the machine unattended.
12. **Make a safe working environment.** Do not use machine in a damp, wet area, or where flammable or noxious fumes may exist.
13. **Disconnect main power before service machine.** Make sure power switch is in the off position before re-connecting.
14. **Use the Correct Extension Lead.** Extension leads should be avoided where possible but If required, always use an extension lead that is rated for the power requirements of your machinery. Using an incorrectly rated extension lead can lead to overheating, damage to machinery, or potential fire hazards. Ensure leads are in good condition and free of damage. Replace if faulty.
15. **Keep machine well maintained.** Keep blades sharp and clean for best and safest performance. Follow instructions when lubricating and changing accessories.
16. **Keep machine well guarded.** Make sure guards on machine are in place and are all working correctly.
17. **Do not overreach.** Keep proper footing and balance at all times.
18. **Secure workpiece.** Use clamps or a vice to hold the workpiece where practical. Keeping the workpiece secure will free up your hand to operate the machine and will protect hand from injury.
19. **Check machine over before operating.** Check machine for damaged parts, loose bolts, Keys and wrenches left on machine and any other conditions that may effect the machines operation. Repair and replace damaged parts.
20. **Use recommended accessories.** Refer to instruction manual or ask correct service officer when using accessories. The use of improper accessories may cause the risk of injury.
21. **Do not force machinery.** Work at the speed and capacity at which the machine or accessory was designed.
22. **Use correct lifting practice.** Always use the correct lifting methods when using machinery. Incorrect lifting methods can cause serious injury.
23. **Lock mobile bases.** Make sure any mobile bases are locked before using machine.
24. **Allergic reactions.** Certain metal shavings and cutting fluids may cause an ellergic reaction in people and animals, especially when cutting as the fumes can be inhaled. Make sure you know what type of metal and cutting fluid you will be exposed to and how to avoid contamination.
25. **Call for help.** If at any time you experience difficulties, stop the machine and call you nearest branch service department for help.

# ⚠ WARNING

# Manual Swage & Jenny Safety Instructions

Machinery House
requires you to read this entire Manual before using this machine.

1. **Maintenance.** Make sure all moving parts on the Swage & Jenny have come to a complete stop before any inspection, adjustment or maintenance is carried out.

2. **Swage & Jenny Condition.** A Swage & Jenny must be maintained for a proper working condition. Never operate a Swage & Jenny that has damaged or worn parts. Scheduled routine maintenance should performed on a scheduled basis.

3. **Roll Condition.** Never operate a Swage & Jenny with a damaged or badly worn rolls. Replace if required. Rolls should never be greased or lubricated as rolls will slip the material and will not bend.

4. **Hand Hazard.** Keep hands and fingers clear from moving parts. Serious injury can occur if hand or finger tips get pinched by rolls and can be dragged into machine.

5. **Personal Protection.** Gloves, safety glasses and safety hat are recommended during operation.

6. **Avoiding Entanglement.** Swage & Jenny guards must be used at all times. Tie up long hair and use the correct hair nets to avoid any entanglement with the Swage & Jenny moving parts.

7. **Understand the machines controls.** Make sure you understand the use and operation of all controls.

8. **Trained Operator.** This machine must be operated by authorized and trained personnel.

9. **Work area hazards.** Keep the area around the Swage & Jenny clean from oil, tools, chips. Pay attention to other persons in the area and know what is going on around the area to ensure unintended accidents.

10. **Guards.** Do not operate Swage & Jenny without the correct guards in place. Necessary guards protect you from injuries by gearbox and other moving gears & parts. The only other area which needs to be carefully monitored during use is the rotational area of the rolls.

11. **Material condition.** Material must be clean of oil and dry. Oily material can slip and will not bend.

12. **Material hardness.** Make sure your hardness is the same throughout the material, we recommend that you use certified material. Never bend hard steel, glass or fragile material on this machine.

13. **Feeding material.** Making a tight bend in one pass is not possible. So you need several passes before you can achieve a certain radius. Tighter curves and full radius always need more passes.

14. **Hearing protection and hazards.** Wear hearing protection as required as noise generated from machine and workpiece can cause permanent hearing loss over time.

15. **Call for help.** If at any time you experience difficulties, stop the machine and call you nearest branch service department for help.

# PLANT SAFETY PROGRAM

## NEW MACHINERY HAZARD IDENTIFICATION, ASSESSMENT & CONTROL

## Manual Swage & Jenny Machine

Developed in Co-operation Between A.W.I.S.A and Australia Chamber of Manufactures
This program is based upon the Safe Work Australia, Code of Practice - Managing Risks of Plant in the Workplace ( WHSA 2011 No10 )

| Item No. | Hazard Identification | Hazard Assessment | Risk Control Strategies (Recommended for Purchase / Buyer / User) |
|---|---|---|---|
| A | ENTANGLEMENT | HIGH | Eliminate, avoid loose clothing / Long hair etc. |
| B | CRUSHING | LOW | Secure & support work material.<br>Ensure machine is bolted down. |
| C | CUTTING, STABBING, PUNCTURING. | MEDIUM | Isolate power to machine prior to any checks or maintenance being carried out.<br>Do not adjust or clean until the machine has fully stopped.<br>Wear gloves to prevent cuts from material. |
| D | SHEARING | MEDIUM | Isolate power to machine when checks or maintenance is being carried out.<br>Make sure all guards are secured shut when machine is on.<br>Hands should be kept clear of moving parts such as rolls etc. |
| F | STRIKING | MEDIUM | Ensure area is kept clear of material being rolled. |
| H | ELECTRICAL | MEDIUM | All electrical enclosures should only be opened with a tool that is not to be kept with the machine.<br>Machine should be installed & checked by a Licensed Electrician. |
| O | OTHER HAZARDS, NOISE. | LOW | Wear hearing protection as required. |
| Plant Safety Program to be read in conjunction with manufactures instructions | | | |

HARE&FORBES MACHINERYHOUSE

www.machineryhouse.com.au

MACHINERYHOUSE

www.machineryhouse.co.nz

Authorised and signed by:
Safety officer: .....
Manager: .....

Revised Date: 2nd June 2025