# ⚠ 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

# Metal Lathe Safety Instructions

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

1. **Maintenance.** Make sure the lathe is turned off and disconnect from the main power supply and make sure all moving parts have come to a complete stop before any inspection, adjustment or maintenance is carried out.

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

3. **Leaving a Lathe Unattended.** Always shut the lathe off and make sure all moving parts have come to a complete stop before leaving the lathe. An unsupervised running lathe can cause serious injury.

4. **Avoiding Entanglement.** Remove loose clothing, belts, or jewelry items. Tie up long hair and use the correct hair nets to avoid any entanglement with moving parts.

5. **Chuck key safety.** Never let go of a chuck key while still in the chuck to prevent leaving the chuck key in the chuck. Chuck keys left in the chuck can cause serious injury.

6. **Changing Chucks.** When changing large heavy chucks they become awkward to hold. Always get assistance when installing large chucks. Use a board or piece of plywood across the bedway when any install or removal of chucks to avoid any possible finger pinching between a loose chuck and edge of a bedway.

7. **Tooling selection.** Always use the correct cutting tool for the job you are turning. Make sure it is sharp and held firmly in the tool post. Adjust the toolpost to provide proper support for the tool you will be using.

8. **Mounting the workpiece.** Make sure the workpiece is properly mounted and secure before turning on the lathe. A loose workpiece can be thrown across the room and cause serious injury to you or a bystander.

9. **Workpiece clearance.** Rotate the workpiece by hand to check for clearance with the tool post, compound slide and carriage before turning the lathe on.

10. **Changing speeds and Reversing.** Turn the lathe off and make sure the lathe has come to a complete stop before changing speeds or reversing the spindle. Do not slow or stop the lathe chuck by using you hand.

11. **Speed selection.** Select the appropriate speed for the type of work, material, and tool bit. Allow the lathe to reach full speed before beginning a cut.

12. **Clearing chips.** Always use a brush to clear chips. Never clear chips when the lathe is running.

13. **Power outage.** In the event of a power failure during use of the lathe, turn off all switches to avoid possible sudden start up once power is restored.

14. **Clean work area.** Keep the area around the lathe clean from oil, tools and chips.

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

# Metal Lathe

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. |
| C | CUTTING, STABBING, PUNCTURING | MEDIUM | Isolate power to machine prior to any checks or maintenance.<br>Do not open or clean inside until the machine has completely stopped. |
| D | SHEARING | MEDIUM | Make sure all guards are secured shut when machine is on.<br>Isolate power to machine prior to any checks or maintenance. |
| F | STRIKING | MEDIUM | Ensure workpiece is secured in chuck and tooling is locked tight in toolpost.<br>Always wear safety glasses.<br>Do not leave chuck key in chuck.<br>Remove all loose objects around moving parts. |
| 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. |
| N | HIGH - TEMPERATURE | LOW | Wear appropriate protective clothing to prevent hot swarf. |
| O | OTHER HAZARDS, NOISE. | LOW | Wear hearing protection as required. |
| Plant Safety Program to be read in conjunction with manufactures instructions | | | |

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

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