⚠ 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

Electric Tapping Arm Safety Instructions

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

1. **Machine Condition.** Inspect the Electric Tapping Arm before use. Do not operate if any parts, electrical cables, controls, tooling, mounting points or articulated arm components are damaged, loose or excessively worn.

2. **Understand the Controls.** Only trained operators should use the machine. Understand all controls, touchscreen functions, speed and torque settings, direction controls and emergency stopping procedures before operation.

3. **Avoid Entanglement.** Remove loose clothing, jewelry and other loose items. Tie back long hair and use a hair net where required. ***Never wear gloves while the spindle is rotating.***

4. **Eye Protection.** Always wear approved safety glasses. A face shield may also be required where there is a risk of flying chips or tap breakage.

5. **Tap Selection & Inspection.** Use the correct type and size of tap for the material and prepared hole. Inspect taps for wear, cracks or damage before use and replace damaged or blunt taps immediately.

6. **Secure the Tap.** Ensure the tap, collet and tap holder are correctly fitted and securely locked. Remove all chuck keys, wrenches and adjustment tools before starting.

7. **Secure the Workpiece.** Always clamp the workpiece securely to the table or in a suitable vice or fixture. ***Never hold a workpiece by hand while tapping.***

8. **Speed & Torque.** Select the appropriate spindle speed and torque for the tap size, workpiece material and application. Incorrect settings may cause the tap to bind or break.

9. **Control the Tapping Head.** Maintain a secure grip and full control of the tapping head when positioning it. Never allow the articulated arm or tapping head to swing freely.

10. **Pinch & Crush Points.** Keep hands and fingers clear of articulated arm joints, gas springs, mounting points and other pinch or crush areas when positioning the arm.

11. **Tapping Operation.** Correctly align the tap with the prepared hole before starting. Allow the machine to perform the tapping operation without excessive force and use suitable tapping lubricant where required.

12. **Reversing & Withdrawing.** Never manually pull, force or reverse the tapping head while the tap is rotating or engaged in the workpiece. Use only the machine's designated controls to stop, reverse or withdraw the tap.

13. **Tap Binding or Breakage.** If the tap binds, stalls, breaks or operates abnormally, stop the machine immediately. Isolate the machine before attempting to remove a jammed or broken tap.

14. **Rotating Parts.** Keep hands and fingers away from the rotating spindle, chuck and tap. Never attempt to slow or stop the spindle by hand.

15. **Clearing Swarf.** Never remove swarf or chips by hand. Switch the machine OFF and wait for all movement to stop before clearing chips with a suitable brush or tool.

16. **Work Area.** Keep the machine and surrounding area clean and free from oil, coolant, swarf, tools and off-cuts. Ensure sufficient clearance for movement of the articulated arm.

17. **Power Failure.** In the event of a power failure, switch the machine OFF to prevent unexpected operation when power is restored.

18. **Leaving Unattended.** Never leave the machine running unattended. Switch it OFF, allow all moving parts to stop and position the articulated arm securely when not in use.

19. **Maintenance & Isolation.** Switch the machine OFF and disconnect it from the mains power supply before cleaning, adjustment, inspection or maintenance. Ensure all moving parts have completely stopped.

20. **Call for Assistance.** If the machine develops a fault or you are unsure about its safe operation, stop using the machine and contact your nearest authorised service department for assistance.

PLANT SAFETY PROGRAM

NEW MACHINERY HAZARD IDENTIFICATION, ASSESSMENT & CONTROL

Electric Tapping Arm

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	Keep hands clear of rotating spindle, chuck and tap. Remove loose clothing and jewellery and restrain long hair. Do not wear gloves while the spindle is rotating.
B	CRUSHING	MEDIUM	Keep hands and fingers clear of articulated arm joints, gas springs, secure workpiece
C	CUTTING, STABBING, PUNCTURING.	MEDIUM	Isolate power before changing taps, adjustment, cleaning or maintenance. Do not touch the tap or clear swarf until the spindle has completely stopped. Use Brush
D	SHEARING	MEDIUM	Keep hands clear of moving and rotating components. Isolate the machine before maintenance or adjustment. Ensure all guards and protective covers are correctly fitted.
F	STRIKING	MEDIUM	Securely clamp the workpiece and ensure the tap is correctly fitted in the holder. Wear Wear approved safety glasses. Select the correct tap, spindle speed, torque and direction before operation. Stop immediately if the tap binds, stalls or breaks.
H	ELECTRICAL	MEDIUM	Switch OFF and disconnect from the mains supply before electrical inspection, cleaning or maintenance. Electrical enclosures must only be accessed by suitably qualified personnel. Do not operate with damaged cables, plugs or electrical components.
M	HIGH TEMPERATURE	LOW	Avoid contact with hot or sharp swarf. Allow the workpiece & tap to cool where required.
O	OTHER HAZARDS, NOISE.	LOW	Wear hearing protection where required. Keep the work area clean and free from oil, coolant, swarf, tools and other hazards.
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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