



## Safe Operating Procedure

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|---|--|--|--|
| <b>Tool</b>   | Electric Planer  |  |  |
| <b>Potential hazards and safety controls</b>  |  |  |  |
| <i>Hazard</i>   | <i>Control</i>   |  |  |
| Eye injuries  | Wear safety glasses while using or standing near the electric planer.  |  |  |
| Hand and body injuries  | <p>Secure the material firmly before starting the planer.</p> <p>Make sure the cutters are rotating at full speed before they make contact with the job.</p> <p>Always keep both hands on the planer, well clear of the cutters at all times, and plane with an even motion.</p> <p>Maintain a comfortable stance to one side of the planer.</p> |  |  |
| Back injuries   | <p>Use good lifting practices when handling timber.</p> <p>Avoid twisting your body, and move with your whole body when changing direction.</p>  |  |  |
| Noise   | Wear hearing protection when using or standing near the planer.  |  |  |
| <b>Pre-start checks</b>   |  |  |  |
| <p>Check that:</p> <ul style="list-style-type: none"> <li>• planer cutters are sharp, in good condition, and are adjusted to the required depth</li> <li>• electrical lead and extension lead are in good condition,</li> <li>• planer starts up and runs normally, without any unusual noises or vibrations.</li> </ul>  |  |  |  |
| <b>Operational procedure</b>  |  |  |  |
| <ol style="list-style-type: none"> <li>1. Secure the material to be planed so that it cannot move.</li> <li>2. Position feet to give a comfortable balance and rest the front of the base plate on the job.</li> <li>3. Start the planer and allow it to reach full speed before commencing the cut.</li> <li>4. Push the planer smoothly forward with an even motion, in the direction of the grain.</li> <li>5. Keep power lead clear of the planer path.</li> <li>6. At the end of each sweep along the material, lift the planer off the job keeping your finger on the trigger.</li> </ol> |  |  |  |

### Sign-off

|             |           |                  |                  |             |        |
|-------------|-----------|------------------|------------------|-------------|--------|
| <b>Name</b> | Paul Mack | <b>Signature</b> | <i>Paul Mack</i> | <b>Date</b> | 3/3/11 |
|-------------|-----------|------------------|------------------|-------------|--------|