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Example content:

Document no.	Work description Use of Pedestal Grinder to remove metal from		
	Scope Applies to the use and operation of pedestal		
Review date	References		
Responsible supervisor	PPE and precautions	Competencies or qualifications	Licences or permits required
<i>Insert name in BLOCK letters</i>	Do not wear anything loose that could	Only operators who have been	
IF CONTROL MEASURES ARE NOT SUITABLE AND MAJOR CHANGES ARE NEEDED, CONDUCT A RISK ASSESSMENT AND DEVELOP NEW CONTROLS ACCORDING TO THE RISK MANAGEMENT PROCEDURE			
Pre Operational Safety Checks	<ul style="list-style-type: none"> • Operators must be properly • Clear the area • Ensure all guards and • Ensure that the wheels • 		
Safe Operational Use	<ul style="list-style-type: none"> • Examine the grinder • Adjust safety glass • When starting the. • <div style="text-align: center;">  <p>Main parts of a pedestal grinder</p> </div>		
Wheel Dressing Procedure	<ul style="list-style-type: none"> • Wear a face shield • Use a dressing • Inspect star • Round off • 		