

Safe Work Instruction	
Hydraulic Press	Issue date: 17 June 2010

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Example content:

Document no.	Work description Use of Hydraulic Press		
	Scope Applies to the use and operation of a Hydraulic Press to ensure that it is operated safely and maintained in good working order.		
Review date	References : AS4024.1 Safety of Machinery; AS4024.3002		
Responsible supervisor	PPE and precautions	Competencies or qualifications	Licences or permits required
<i>Insert name in BLOCK letters</i>	<p>Do not wear anything loose that could catch in the moving parts such as sleeve cuffs, cuffed pants, scarves, loose long hair, rings or jewellery or gloves. Don't smoke</p> <p>Wear all required PPE such as</p> <ul style="list-style-type: none"> • Safety glasses • . • . • . • . • . 	Only operators who have been authorised as properly trained	
Tools and equipment required: Dust extraction must be used for this machine			
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"> • Ensure a clean working area • Use the appropriate personal safety equipment for the task • . • . • . • . • . • . 		
Safe Operational Use	<ul style="list-style-type: none"> • Check that the hydraulic unit is fully closed ready for operating • Position the working table at the required operating height by inserting the support pins into the appropriate holes in the main frame • . • . • . 		
			