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Example content:

Document no.	**Work description** Use of Linisher and Grinder to remove metal from flat and cylindrical surfaces		
	Scope Applies to the use and operation of linisher and grinders to ensure t.		
Review date 1/9/10	**References AS4024.1 Safety of Machinery; OHS Act OHS Regulation**		
Responsible supervisor	**PPE and precautions**	**Competencies or qualifications**	**Licences or permits required**
	Do not wear anything loose that could Wear all required PPE such as • • • • •		Nil
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	• Operators must be properly instructed. • Clear the area around the machine and • Ensure all guards • Ensure that the wheels do not touch • Check that wheels or • Locate and ensure you are • Store flammables a • Avoid grinding aluminum and • Grinding wheels and belts should only be • Before starting the grinder, inspect the • To minimize hazards from undetected defects • Check that the speed rating of the grinding • The maximum approved speed • Use vise-grip • All electrically • Faulty equipment		
Safe Operational Use	• Examine the grinder/linisher to see that the tool rest is set at the required height; is within 3 mm to the face of the wheel/belt; and is securely fastened in this position • Adjust safety glass shields on the grinder/linisher to permit clear vision of the part to be ground and still protect the operator from flying particles. • When starting the grinder/linisher with a newly mounted wheel/belt for the first time, always stand to the side of the wheel and allow it to run for one minute before starting to grind/linish. This will guard against any injury in the event the wheel/belt is faulty and should break apart. • Let the wheels gain maximum speed before starting to grind/linish (at least 1 minute) • Hold the work in one hand, and steady it with the other. • • • • • • • • •		

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