

Safe Work Instruction	
Radial Arm Saw	Issue date: 5 June 2009

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Example content:

Document no.	Work description Use of Radial Arm Saw		
	Scope Used for cutting all types of timber		
Review date 1/9/109	References : AS4024.1 Safety of Machinery; AS/NZS 60745.2.5:2003 Hand Held Motor Operated Tools;		
Responsible supervisor	PPE and precautions	Competencies or qualifications	Licences or permits required
	Do not wear anything loose that could catch in the moving parts such as	Only operators who have been authorised as properly t.	Nil
Tools and equipment required:			
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"> • Check safety guards are • Check blade is correct type • Check casing is intact prior • Ensure blade is • Check blade is tight • Ensure rated no- • Ensure blade • Do not use abrasive • Ensure blade is sharp • Ensure electrical power to be sourced • Ensure electrical leads are well • Wear appropriate PPE • Switch machine on and off to 		
Safe Operational Use	<ul style="list-style-type: none"> • Clamp material • Check the • Fit appropriate • Hold saw by insulated gripping • Check the cover, stand • When cutting material • Keep both hands on saw when cutting, • Do not reach • Do not hold work piece while • Slowly move the rotating • When the cut is finished release • Turn off machine by pushing the • When restarting a cut, • Wait until saw blade ceases • Wear dust mask • Always observe the • Ensure blade wax is used • 		
Housekeeping	<ul style="list-style-type: none"> • Leave the • Ensure materials 		
Inspection and maintenance	Radial Arm Saws must be inspected, <ul style="list-style-type: none"> • Persons • For all radial arm saws, a • The record is to include the; 		

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