

SAFE JOB PROCEDURE

Job Description: Bench/Pedestal Grinder

Hazards Present: Eye Injury, Flying Objects, Cuts, Abrasions,

PPE Required: Full Face Shield & Safety Glasses, Work Gloves, Long Sleeved Shirt, Coveralls

Note: Operators of equipment must be trained and deemed competent, must demonstrate operational competency and/or have received approval from their immediate supervisor. Operators must wear the proper PPE as required and be familiar with the location of the use of a fire extinguisher.

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1. Conduct a pre-starting inspection of equipment and work area;

- ✓ Make sure surrounding area is clear of clutter and debris to reduce the risk of fire from sparks.
- ✓ If applicable, ensure grinder is lubricated according to manufacturer's specifications.
- ✓ Make sure that the tool rest on the grinder is properly positioned so that the item being ground will not jam in the machine (tool rest should be 1/8 of an inch away from the face of the grinding wheel and securely fastened in place).
- ✓ Ensure that the power cord is in good condition (i.e. no cracks or frayed wires, grounding pin in place)
- ✓ Extra precautions should be observed regarding loose clothing, long hair, jewelry (such as long chains) which could become entangled in the grinder (remove jewelry & tie back hair)
- ✓ Visually inspect the grinding wheel for cracks, a wheel that has suspected damage should be replaced.

2. Turn the grinder on;

- ✓ Stand to one side when turning the grinder on.
- ✓ Allow grinder to reach maximum speed, verify that no projectiles being emitted from rotating wheel.

3. Using the Grinder;

- ✓ If the face of the grinding wheel has grooves or an uneven surface, use the wheel dressing tool to provide a uniform grinding surface.
- ✓ Move the work back and forth across the face of the grinding wheel, this will prevent grooves from forming in the wheel.
- ✓ Continuous contact with the wheel will cause your work to become hot, use caution as required.

4. Turn grinder off;

- ✓ Wait until grinding wheel stops rotating
- ✓ Clean machine of metal shavings and grinding dust.
- ✓ Observe good house keeping, remove any clutter or debris from machine and surrounding work area.

5. Conduct a post operational inspection;

- ✓ If damage to the grinding wheel is noticed or suspected prevent the machine from further use by locking or tagging the machine out till it is repaired.
- ✓ Report any damage to the immediate supervisor.