



HORIZON BUILDERS LTD, HORIZON WOODWORK LTD, HORIZON WINDOW & DOOR

Safe Work Procedure

SWP – HBL#001

Procedure: Circular Saw Operation	Location: All sites
Date created: Sept ember 22/09	Date of last revision:
Written by: Brian Blackmore	Approved by:

Hazards Present	Personal Protective Equipment or Devices Required
<ul style="list-style-type: none">➤ Exposed Blade-Cuts, Amputation➤ Electrical Shock➤ Noise➤ Sawdust/Projectiles in Eyes➤ Sawdust Inhaled (possible toxicity)➤ MSI- Back/Wrist Injury	<ul style="list-style-type: none">➤ Eye Protection➤ Hearing Protection➤ Safety Footwear➤ Disposable Respirator (N95)

Procedure for Safe Work

1. Read and understand the manual that accompanies your circular saw.
2. Don personal protective equipment before beginning the task. Ensure clothing fits appropriately (tight fitting).
3. Inspect work area. Remove tripping hazards, garbage, cutoffs, etc. Ensure sawhorses or other support are stable and in good condition. Lighting must be adequate.
4. Ensure the saw is unplugged or battery removed. Inspect the following for defects: saw blade, cord, switch, guard. If defects are identified, tool is to be red tagged and locked out. Notify supervisor for maintenance. Only qualified personnel may perform maintenance.
5. Ensure correct blade is installed for material being cut.
6. Inspect material to be sawn for foreign objects; remove before proceeding.
7. Adjust cutting height. Set cut depth so that no more than one blade tooth projects below workpiece.
8. Plug in and start the saw. Check blade for wobble.
9. Keep both hands firmly on the tool handles and use clamps to secure work. Keep hands away from the blade.
10. Place the wider portion of the saw base on that part of the workpiece which is solidly supported, not on the section that will fall off when the cut is made.
11. Cut your material with firm footing and clear view of the blade. Be alert for conditions which could cause a kickback.
12. When finished, unplug the saw from the power source. Clear work area of debris.

Other Precautions

- Be aware of toxic dusts created when sawing treated lumber, particleboards, etc.
- Be aware of fire and explosion hazards created when using abrasive cutting discs. Clear the work area of combustibles before starting work.
- Be aware of electrical shock hazards created in damp conditions. Move work area away from standing water.

Additional Training Requirements	Guidance Documents/Standards/Applicable Legislation/Other
<ul style="list-style-type: none">➤ Lift/Materials Handling Training➤ Body Posture Training	Manitoba WS&H Regulation (217/2006) <ul style="list-style-type: none">➤ 2.1 Safe work procedures

Report any necessary revisions to the Horizon Builders safety rep as soon as possible.