

SAFE WORK PROCEDURE

QUICK CUT SAWS

This task may only be performed by trained and qualified personnel

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Tools / Equipment Required	Personal Protective Equipment (PPE) Required
<ul style="list-style-type: none"> ▪ Preparation ▪ Fueling ▪ Starting and Operating ▪ Masonry Cutting 	<ul style="list-style-type: none"> ▪ Hard Hat ▪ Safety Boots ▪ Safety Glasses or Full Face Shield ▪ Ear Plugs ▪ Non-Slip Gloves

JOB STEPS	POTENTIAL HAZARDS	PREVENTIVE ACTION:
1. RECEIVE INSTRUCTION ON PPE REQUIRED	1. FIRE, VIBRATION, CUTS, FLYING PARTICLES, FUMES DUST, SPILLS	1. Prior to use, Supervisors will determine specific PPE to be used and workers will comply in use of same.
	2. CLOTHING	1. Quick Cut Saws create vibrations. Non-slip gloves should be worn. Avoid loose clothing and jewelry. As the saws give off sparks, fire retardant clothing is required to avoid burns.
2. INSPECTION OF SAW	1. DUST, FUEL LEAKAGE, DEFECTS IN CUTTING, GRINDING WHEELS, TENSION	1. Prior to use, Cut-Off Machines will be inspected carefully, with attention to the following: Dust at carburetor, fuel leakage, defects in cutting, grinding wheels, tension of nuts, bolts, belts, mufflers and wheel guard.
3. SAW WHEELS	1. BREAKAGE	1. Use only manufacturer recommended wheels and blades for the specific tasks. 2. Never use blades that are chipped, warped, dented or cracked, as they will shatter, sending particles flying at high speed. 3. Do not store blades or saw in areas that are exposed to sun or frost, as wheel damage will result.

	2. INJURY BY REACTIVE FORCES	1. To avoid injury by reactive forces, never use circular saw blades, carbide tipped blades, rescue blades or toothed blades of any kind.
4. ABRASIVE WHEELS	1. SHATTERING	<p>1. Abrasive wheels are designed for radial pressure only. Avoid applying lateral pressure.</p> <p>2. Do not change the direction of the cut during the cut, because high torsional load will occur, shattering the wheel.</p>
5. WATER TYPE WHEELS	1. BREAKAGE	<p>1. To reduce the risk of injury from wheel breakage, never store and re-use a wheel that has been used with water. The wheel has to be used up on the same day and discarded.</p> <p>2. Make sure that water does not flow onto wheels that are not running, as damage to the wheel will result.</p> <p>3. Shut the water supply off before stopping the wheel, in order to dissipate excess water.</p> <p>4. Ensure water is applied to both sides of the wheel to balance.</p>
6. FUELING	1. FIRES	<p>1. Turn off saw before refueling.</p> <p>2. Choose only a well ventilated area to re-fuel. Smoking in any re-fueling areas is prohibited.</p> <p>3. Use a funnel for re-fueling. Do not overfill. Use an authorized fuel cap and ensure that it is firmly in place.</p> <p>4. If fuel is spilled onto any clothing, change clothes immediately to avoid risk of fire from any machine heat or sparks. Do not spill fuel onto absorbent surfaces, such as wood.</p>
7. STARTING THE SAW	1. HAND INJURIES	<p>1. Ensure that nobody else is in the immediate area when starting a Quick Saw.</p> <p>2. Do not drop start, as it leads to loss of control. Never start the machine when an abrasive wheel is in a cut.</p>

		<p>Do not wrap starter rope around the hand. Do not allow the rope to snap back to the machine.</p> <p>3. Place the machine on firm ground or solid surface. Maintain good balance and secure footing.</p> <p>4. Always hold the saw firmly with both hands (never use saw with 1 hand). The left hand should be on the front handle bar and the right hand on rear handle bar and throttle trigger.</p>
8. USING THE SAW	1. NOISE, FUMES	<p>1. Operators must wear all hearing protection devices appropriate to the noise levels.</p> <p>2. Never run a Quick Cut Saw indoors or in a poorly ventilated area, as gasoline-powered saws emit fumes.</p> <p>3. Dust suppression water attachments are to be used whenever dust levels present risk to the operator.</p>
	2. DAMAGE, FIRE	<p>1. The saw is to be hand held. Do not cut with the saw resting on the ground or other surface, as it causes damage and potential fuel leakage, leading to fires.</p> <p>2. Do not use any insecure support like a ladder.</p> <p>3. Move saw slowly and back and forth. Do not force it. Cut at right angles to the work.</p>
	3. SPEED	<p>1. Never operate the cut-off machine with the throttle lock engaged, as this reduces control of the speed of the unit and increases risk of injury.</p>
	4. IMPROPER GUARDS	<p>1. The wheel guard is adjustable. Set it to suit the type of work being done and to direct particles and sparks away from the operator.</p> <p>2. Replace any guards that are damaged.</p>
	5. LOSS OF CONTROL	<p>1. In order to reduce the risk of machine control loss: Do not cut above shoulder height. Do not cut</p>

		<p>any material for which abrasive wheel is not authorized.</p> <ol style="list-style-type: none"> 2. Begin cutting and continue at full throttle. Do not overreach. 3. Be alert to shifting of the work piece or surface. 4. Release the pressure on the cut-off machine when reaching the end of the cut. 5. Use extreme caution when re-entering a cut.
9. MASONRY CUTTING	1. RESPIRATORY	<ol style="list-style-type: none"> 1. Cutting concrete and masonry containing silica emits crystalline silica dust and risk of respiratory disease. 2. Where water type dust suppressors do not eliminate silica dust, operators will wear respirators.
10. IDLE SPEED	1. BODY INJURY	<ol style="list-style-type: none"> 1. At correct idle speed, the wheel should not turn. 2. Do not use a machine with incorrect idle speed adjustment.

IMPORTANT INFORMATION
<p>A quick cut saw is a high speed, fast cutting tool that are gasoline or electrical powered. Special precautions are required for its use, in order to reduce the risk of personal injury or fire, as included above. Hand held portable Circular Cut-Off Saws are commonly known as Quick-Cut Saws.</p> <ol style="list-style-type: none"> 1. No person shall operate a gasoline-powered, hand-held, cut-off machine, unless they have been thoroughly trained by a competent, experienced and authorized person. 2. The machine ignition system produces a very low intensity electromagnetic field which may interfere with heart pacemakers. To reduce risk, people with pacemakers should consult their physician, prior to using this type of equipment. 3. Operating a cut-off machine is strenuous work. Operators are to take periodic work breaks to avoid becoming fatigued, as fatigue leads to loss of control and increased risk of accidents. 4. No person shall modify or remove any quick-cut saw components, especially the wheel guard. 5. For the cutting task to be performed, the operators will use only the correct cutting wheel, as per supplier/manufacture specifications and/or instructions. <p style="text-align: center;"><i>This Safe Work Procedure will be reviewed any time the task, equipment, or materials change and at a minimum every three years</i></p>