

ILLUSIONS AUSTRALIA

SAFE WORK PROCEDURE

SWP 004 – BAND SAW

1. PURPOSE AND SCOPE

This Safe Work Procedure establishes minimum requirements for safe setup, operation, adjustment and shutdown of band saws used at Illusions Australia.

It applies to authorised workers cutting suitable timber, foam, plastics and other approved materials within the machine's capability.

2. AUTHORISATION AND COMPETENCY

Only workers competent in band-saw operation and authorised by Illusions Australia may use the machine.

Workers must understand blade selection and tension, guide adjustment, guarding, workpiece control and isolation before blade changes or jam clearing.

3. REQUIRED PPE

The following PPE must be worn as appropriate:

- Safety glasses or suitable eye protection.
- Hearing protection where required.
- Safety footwear.
- Respiratory protection where dust cannot be adequately controlled by extraction.
- Close-fitting clothing; long hair must be restrained. Gloves must not be worn near the moving blade where they may create an entanglement hazard.

4. PRE-START CHECKS

Before commencing work, confirm that:

- The blade is suitable, correctly fitted, tensioned and serviceable.
- Blade guides and thrust bearings are correctly adjusted.
- The adjustable upper guide/guard is set as close as practicable to the workpiece.
- All fixed guards and wheel covers are fitted and secure.
- The table, fence and guides are secure.
- Dust extraction is connected and operating where required.
- The workpiece is suitable and can be controlled throughout the cut.
- The floor and machine area are clear of offcuts and trip hazards.
- Push sticks, jigs or other aids are available where required.

5. SAFE OPERATING PROCEDURE

1. Plan the cut and select the correct blade and machine setup.
2. Set the upper blade guide/guard close to the workpiece before starting.

3. Set fences or guides with the machine stopped.
4. Start extraction where required.
5. Start the saw and allow the blade to reach operating speed.
6. Feed the workpiece smoothly while keeping hands clear of the blade path.
7. Maintain control on both sides of the intended cut without forcing the workpiece.
8. For curved cuts, use a suitable blade and avoid twisting the blade.
9. Use a push stick, jig or fixture where hand clearance or workpiece size requires it.
10. If a cut binds or becomes unsafe, stop the machine rather than pulling or twisting material against the moving blade.
11. Switch off after the cut and wait for the blade to stop before reaching into the blade area.

6. PROHIBITED PRACTICES

Workers must not:

- Operate with guards or wheel covers removed.
- Place fingers or hands in the blade line.
- Force, twist or abruptly reverse material against the moving blade.
- Attempt a radius too tight for the blade.
- Remove offcuts close to a moving blade.
- Back material out of a bound cut while the blade is moving where this could pull the blade off the wheels.
- Adjust guides, tension or tracking while exposed to moving parts.
- Leave the machine running unattended.
- Wear gloves where they could be caught by the blade.

7. SMALL, ROUND OR IRREGULAR MATERIAL

Work that can rotate, roll, tip or place hands close to the blade requires additional control.

- Use a suitable jig, vice, fixture or push device.
- Do not hand-hold round stock where it may rotate into the blade.
- Use an alternative method where the work cannot be securely controlled.

8. BLADE CHANGES AND ISOLATION

Switch off and isolate the machine before blade changes, cleaning requiring access to hazardous areas, clearing jams or undertaking maintenance.

- Release and tension blades in accordance with the manufacturer's requirements.
- Check blade tracking and guards before returning the machine to service.
- Do not operate a cracked, damaged or incorrectly tracked blade.

9. FAULTS, DAMAGE AND ABNORMAL OPERATION

Stop immediately if the blade cracks, comes off the wheels, tracks incorrectly, vibrates excessively, makes unusual noise, jams or if a guard/extraction fault develops.

Isolate before investigating. Defective machines must remain out of service until rectified.

10. SHUTDOWN AND HOUSEKEEPING

- Switch off and wait for the blade to stop completely.
- Isolate where cleaning requires access near the blade or moving components.
- Remove offcuts using safe methods, not hands near a hazardous blade.
- Clean dust and debris from the table and surrounding area.
- Return jigs, fences and push devices to storage.
- Report defects.

11. EMERGENCY AND INCIDENT RESPONSE

1. Stop the equipment or activity immediately.
2. Isolate energy sources where safe to do so.
3. Provide or obtain first aid as required.
4. Notify the Foreman, Leading Hand or other authorised Illusions Australia representative.
5. Call emergency services where required.
6. Do not recommence until the incident, defect or unsafe condition has been addressed.

12. STOP WORK REQUIREMENT

Work must stop where:

- The blade, guard, guide or safety device is defective.
- The workpiece cannot be controlled safely.
- The required jig, fixture or push device is unavailable.
- Dust extraction required for the material is unavailable.
- The operator is uncertain of the correct cutting method.

No production requirement or deadline takes priority over safe band saw work.

DOCUMENT CONTROL

Document	SWP 004 – Band Saw
Document Type	Safe Work Procedure
Prepared By	Aidan McDonnell
Approved By	Managing Director
Status	Controlled Document