

ILLUSIONS AUSTRALIA

SAFE WORK PROCEDURE

SWP 019 – DROP SAW - MITRE SAW

1. PURPOSE AND SCOPE

Minimum requirements for safe operation of drop saws and sliding compound mitre saws at Illusions Australia.

Applies to cross-cutting and mitre cutting approved timber and similar materials.

2. AUTHORISATION AND COMPETENCY

Only competent and authorised workers may operate the saw.

Operators must understand blade path, guard operation, workholding, sliding action and safe hand zones.

3. REQUIRED PPE

The following PPE must be worn as appropriate:

- Eye protection.
- Hearing protection.
- Safety footwear.
- Respiratory protection where extraction is insufficient.
- Close-fitting clothing; restrain long hair.

4. PRE-START CHECKS

Before commencing work, confirm that:

- Blade is correct, sharp and undamaged.
- Guard operates freely and covers the blade as designed.
- Fence, table and clamps are secure.
- Blade is clear of fence/table through the intended angle/bevel.
- Dust extraction is operating where provided.
- Long material is supported.
- Workpiece can be held firmly against fence/table.
- Area behind and beside saw is clear.

5. SAFE OPERATING PROCEDURE

1. Set angle/bevel with saw stopped and lock adjustments.
2. Support long stock and secure the workpiece.
3. Keep hands outside the manufacturer's no-hands zone and clear of the cutting line.
4. Start extraction.
5. Start saw and allow full speed.
6. For sliding saws, use the manufacturer's recommended cutting direction and controlled movement.
7. Lower the blade smoothly through the material without forcing.

8. Complete the cut and release trigger while the head remains down where appropriate.
9. Wait for the blade to stop before raising the head or reaching near the blade.
10. Remove material only when safe.

6. PROHIBITED PRACTICES

Workers must not:

- Operate with a defective guard.
- Cross hands or place either hand in the blade path.
- Cut unsupported or unstable material.
- Cut pieces too small to restrain safely.
- Reach under or behind a moving blade.
- Raise the saw head while the blade is still spinning where this exposes the operator to the blade.
- Force the blade or make uncontrolled sliding cuts.
- Clear jams while energised.

7. SLIDING AND KICKBACK

Incorrect sliding technique or poorly restrained material can cause the saw to climb or eject work.

- Follow the machine manufacturer's cutting direction.
- Maintain firm workpiece contact with fence/table.
- Use clamps where appropriate.

8. BLADE CHANGES

Blade changes expose workers to sharp teeth and unexpected start-up.

- Isolate power before blade changes.
- Use correct blade and tools.
- Reinstate guard and confirm operation before use.

9. FAULTS, DAMAGE AND ABNORMAL OPERATION

Stop for guard failure, blade damage, abnormal vibration/noise, binding, brake failure or extraction fault.

Isolate and tag defective equipment.

10. SHUTDOWN AND HOUSEKEEPING

- Switch off and wait for blade to stop.
- Isolate before cleaning near blade or changing blade.
- Vacuum dust and remove offcuts.
- Leave supports and area tidy.
- 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:

- Guard/blade is defective.
- Workpiece cannot be supported or restrained.
- Hands cannot remain outside the safe zone.
- Extraction required for the material is unavailable.
- Machine behaves abnormally.

No production requirement or deadline takes priority over safe work.

DOCUMENT CONTROL

Document	SWP 019 – Drop Saw - Mitre Saw
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