



## Safe Work Procedure

### Metal Band Saw

Department and Program: Physical Plant Maintenance  
Date First Approved: May 8, 2017  
Date Reviewed: February 2023 Version 2.0 SWP-PP-GEN-044

*This Safe Work Procedure must be reviewed any time the task, equipment, or materials change and at a minimum every three years.*

**DO NOT perform this procedure until you have been appropriately trained and authorized to do so.**

#### Required Training

Read and understand safe work procedure.  
Display competency with machine.

#### Required Personal Protective Equipment and Devices



Eye Protection Required



CSA Approved Safety Footwear Required



Hearing Protection Required



Long or loose hair must be tied back or contained



No jewelry, watches, rings, necklaces etc.



No loose fitting clothing

#### Potential Hazards

- Cuts, lacerations and amputations
- Noise
- Burns, hot material
- Projectile work pieces (shavings)

#### Pre-Operational Safety Checks

- Inspect required personal protective equipment and replace if required.
- Ensure no slip/trip hazards are present
- Make sure guards installed and adjusted properly
- Check that the blade is in good condition
- Secure work, using clamp or vise

#### Prohibited Activities

- Do not Smoke (Fire Hazard)
- Do not cut tree branches with this equipment
- Do not leave this equipment unattended while running

#### Safe Work Procedure

1. Inspect required personal protective equipment and replace if required.
  2. Put on all required personal protective equipment.
  3. Make all adjustments with the power removed.
  4. Make sure all guards are in place, properly adjusted and secured.
  5. Lift the head of the unit up and secure it in the upward position.
  6. Clamp material firmly into the vice, long material should be supported.
- CAUTION: Ensure hands are away from the blade, and then turn the machine on.**
7. Allow the cutting head to come down slowly until the teeth are cutting the material
  8. Turn on the cutting lubricant pump if required for the cut you are making.
  9. Stop the machine and ensure the blade has stopped moving before removing any material or scraps from the table.

10. Stop the saw immediately if the blade develops a "click" report it to your supervisor. May be damaged teeth on blade.
11. Clean up chips and debris with the power off.

***If an emergency situation occurs while conducting this task, or there is an equipment malfunction, shut the equipment off immediately and follow the lock out procedure.***

**REPORT ANY HAZARDOUS SITUATION TO YOUR INSTRUCTOR/SUPERVISOR IMMEDIATELY**

### **Housekeeping**

- Ensure equipment is off.
- Place all materials in their proper storage areas.
- Ensure the equipment is safe, clean and tidy before you leave it.

### **Guidance Documents/ Standards/ Applicable Legislation/ Other:**

Guidance Documents:

- Operator's Manual

CSA Standards:

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Manitoba Regulation 217/06:

- 2.1 Safe Work Procedures
- 6.1 Personal Protective Equipment

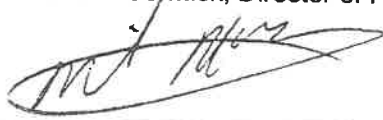
Date Written: 16/10/24

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Date Revised: 2023/2/1

Approved By: Michael McCormick, Director of Physical Plant

Signature: \_\_\_\_\_



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