

SOP (DOWELLING MACHINE)

SS-WHS-SAF-000

Authorised By:
Rev 1 19/03/2024



TASK	Dowelling Machine					
HAZARDS	Flying debris	<input type="checkbox"/>	Heat / cold	<input type="checkbox"/>	Electricity	<input type="checkbox"/>
	Cuts / laceration	<input checked="" type="checkbox"/>	Dust	<input checked="" type="checkbox"/>	Rollover	<input type="checkbox"/>
	Pinch / crush	<input checked="" type="checkbox"/>	Noise / vibration	<input checked="" type="checkbox"/>	Plant interaction	<input type="checkbox"/>
	High pressure	<input type="checkbox"/>	Kickback	<input checked="" type="checkbox"/>	Other:	<input type="checkbox"/>
PPE REQUIRED						

PRE-START CHECKS

1. Ensure all personnel are trained and authorized to operate the dowelling machine.
2. Inspect the dowelling machine for any visible damage, loose components, or signs of wear.
3. Check that the cutting blades or drill bits are sharp, properly aligned, and secure.
4. Verify that the workpiece is securely clamped in place and that the machine bed is clear of any obstructions.
5. Ensure that the power cord is in good condition and that the power switch is functioning correctly.
6. Confirm that fire extinguishing equipment is readily available in case of emergency.

SAFE OPERATING PROCEDURE

1. Wear appropriate personal protective equipment (PPE) including safety glasses, hearing protection, and gloves.
2. Position the workpiece on the dowelling machine, ensuring that it is properly aligned with the cutting blades or drill bits.
3. Adjust the depth and spacing of the dowel holes as necessary for the desired joint.
4. Start the dowelling machine and allow it to reach full speed before cutting.
5. Feed the workpiece into the machine with a steady, controlled motion, keeping fingers away from the cutting area.
6. Use push sticks or other tools to guide the workpiece through the machine, especially when close to the cutting area.
7. Be aware of any unusual noises or vibrations during operation and stop the machine immediately if necessary.
8. If any issues or errors occur during operation, stop the dowelling machine immediately and troubleshoot the problem before resuming.

POST-OPERATION PROCEDURE

1. Turn off the dowelling machine and wait for all moving parts to come to a complete stop before removing the workpiece.
2. Inspect the dowel holes and the workpiece for any defects or issues, reporting any problems to the appropriate personnel.
3. Clean up the work area, removing any wood chips or debris from the dowelling machine and surrounding area.
4. Store the dowelling machine accessories and tools in a designated area, ensuring they are protected from damage and unauthorized use.