

SOP (MILLING MACHINE)

SS-WHS-SAF-000

Authorised By:
Rev 1 19/03/2024



TASK	Milling 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"/>	Entanglement	<input checked="" type="checkbox"/>	Other:	<input type="checkbox"/>
PPE REQUIRED						

PRE-START CHECKS

1. Ensure all personnel are trained and authorized to operate the milling machine.
2. Inspect the machine for any visible damage, loose components, or signs of wear.
3. Check that the cutting tools are sharp, properly installed, and securely fastened.
4. Verify that the workpiece is properly secured to the machine bed using clamps or a vise.
5. 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. Start up the milling machine according to manufacturer's instructions, ensuring all safety interlocks are engaged.
3. Set the appropriate speed and feed rate for the cutting operation.
4. Position the cutting tool over the workpiece, ensuring proper clearance and alignment.
5. Lower the cutting tool gradually onto the workpiece, taking light cuts to avoid overloading the machine.
6. Use handwheels or the machine controls to move the cutting tool along the desired cutting path.
7. Maintain a firm grip on the handwheels or controls and keep hands clear of the cutting area.
8. Be aware of any unusual noises or vibrations during operation and stop the machine immediately if necessary.
9. If any issues or errors occur during operation, stop the milling machine immediately and troubleshoot the problem before resuming.

POST-OPERATION PROCEDURE

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