

Prepared By:			Copy No.:	1		
Title:						
			·	·		
Reviewed by:	Carl Edwards		Authorised by:	Malcolm Coat	Malcolm Coates	
Title:	HSQE Advisor		Title:	HSQE Manager		
	-					
Date of Issue: 14/01/2020			Review Date:	14/01/2023		
Reference No.: Using the W		op Lathe	Version No.:	01	01	
Supersedes:	Using the Workshop Lathe		Version No.:	С	С	
Amendment No.	Section No.	Page No.	Paragraph No.	Date	Amended By	





Risk Element

- Entanglement;
- Drawing in;
- Eye injury;
- Cuts/amputations;
- Respiratory/skin conditions (metal working fluids);
- Struck by moving objects;
- Electrocution;
- Sprains/strains (Manual handling);
- Noise;
- Slips trips and falls.

Precautions to Eliminate/Reduce Risk

- Only competent persons are to use the lathe. Young persons must be supervised;
- Use equipment directed as in training instructions. If you are unsure, ask a Manager/Supervisor;
- Do not attempt to touch workpiece while machine is moving;
- Ensure no protective clothing is loose/ long hair is tied back;
- Wear issued protective workwear, Eye protection, Gloves, Safety footwear, ear protection (if required);
- Regular testing of Metal working fluids to avoid respiratory conditions;
- Ensure workwear is regularly laundered and no soiled rags/cloths are kept in pockets;
- Adopt good manual handling techniques in accordance with training, where possible use lifting aids;
- Ensure work area is kept free of obstacles to prevent slips, trips and falls.

Safe Working Method

- Check workspaces and walkways to ensure no slip/trip hazards are present;
- Locate and ensure you are familiar with all machine operations and controls;
- Pre use check to ensure machine guards/emergency stop buttons are in place and machine in good working order;
- Ensure work piece is clamped securely in chuck;
- Check coolant delivery system to allow for sufficient flow of coolant;
- Do not leave the machine until the work piece has stopped;
- Ensure tooling is correct and sharp;
- Ensure machine is stopped before carrying out any measurements etc.;
- Leave the machine and work area in a safe, clean and tidy state;
- Emery cloth **MUST NOT** to be used by hand while workpiece is rotating.