



## Risk Element

- Exposure to toxic fumes;
- Sprains/strains;
- Slips/Trips and Falls;
- Entanglement, Trapped/crushed Fingers;
- Burns.

## Precautions to Eliminate/Reduce Risk

- Wear issued protective workwear, Safety footwear and when necessary Eye protection, gloves (to prevent burns and traps/pinches), Bench Mounted LEV (For soldering/brazing);
- Check any tools before use for damage/wear and report any defects to supervision;
- Ensure that any electrical equipment has been tested and displays in date certification;
- Use mechanical lifting aids to move heavy items;
- Carry out pre use checks on work equipment to ensure machinery is correctly guarded all handles are correctly fitted and equipment is fit for use, report any defects to supervision;
- Certain specialist machines and hand tools will require a training element before use. Check with supervision if this is required;
- Ensure work area is kept free of obstacles to prevent slips, trips and falls;
- Familiarise location of fire extinguishers.

## Safe Working Method

- Work safely at all times, complying with health and safety and other relevant regulations, directives and guidelines;
- Use equipment as directed in manufacturers instructions, if you are unsure ask a supervisor;
- Follow the relevant instructions, assembly drawings and any other specifications;
- Use the appropriate methods and techniques to assemble the wires and components in their correct positions;
- Check the completed assembly to ensure that all operations have been completed and the finished assembly meets the required specification;
- Deal promptly and effectively with problems within your control and report those that cannot be solved;
- Use correct type and size of tools for the job;
- Be aware of repetitive strain injury and rotate jobs around where constant tool handling can cause this condition;
- Powered coil winders **MUST** not be run without guards;
- Wear gloves or when guiding wire onto powered coil winder;
- Do not attempt to stop powered coil winders manually;
- Follow manufacturer's instructions as to lighting up and shutting down oxy acetylene torch;
- Before brazing ensure work area is clear of any combustibles, e.g. oil, plastic, paper, etc.;
- On completion of brazing, check surrounding area for smouldering and leave the machine and work area in a safe, clean and tidy state.