# SAFE WORK INSTRUCTION

## SURFACE PLANER

### PERSONAL PROTECTIVE EQUIPMENT

<table>
<thead>
<tr>
<th>Equipment</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Safety glasses</td>
<td>Must be worn at all times.</td>
</tr>
<tr>
<td>Safety footwear</td>
<td>Must be worn.</td>
</tr>
<tr>
<td>Hearing protection</td>
<td>Must be worn.</td>
</tr>
<tr>
<td>Close fitting / protective clothing</td>
<td>Must be worn.</td>
</tr>
<tr>
<td>Long or loose hair</td>
<td>Must be contained.</td>
</tr>
<tr>
<td>Rings and jewellery</td>
<td>Must not be worn.</td>
</tr>
</tbody>
</table>

### POTENTIAL RISKS

- Injuries to hands and eyes
- Noise

### DON'Ts

- Do not use faulty equipment. Immediately report suspect equipment to your supervisor.
- Do not put your hands any closer than 100 mm from the cutter head when it is rotating.
- Never leave the machine running unattended.
- Do not surface stock less than 300 mm long by 20 mm wide by 15 mm thick.
- Do not rebate at the end of the cutter-block.
- Do not plane end grain.
- Do not plane stock with structural defects or nails.

### PRE-OPERATIONAL SAFETY CHECKS

- Locate and ensure you are familiar with all machine operations and controls.
- Ensure all guards are fitted, secure and functional. Do not operate if guards are missing or faulty.
- Where a bridge guard is fitted, adjust the guard to ensure a maximum of 2 mm clearance between guard and the timber.
- Set depth of cut and lock table. Never make a single cut greater than 2 mm.
- Check and lock fence in position.
- Start the dust extraction unit (if fitted) before using the machine.

### OPERATIONAL SAFETY CHECKS

- Use push blocks wherever possible.
- Place cupped boards with the concave side against the table.
- Plane with the grain. Hold the workpiece firmly and apply even feed rate. Stand to one side of the infeed table to avoid possible kickbacks.
- Before making any adjustments, switch off and wait for the cutter head to completely stop.

### ENDING OPERATIONS AND CLEANING UP

- Switch off the machine when work completed.
- Reset all guards to a fully closed position after use.
- Reset the depth of cut to zero after use.
- Leave the machine in a safe, clean and tidy state.
- Leave the surrounding area in a safe and clean state.