








The Hearth Workshop

Standard Operating Procedure

MAKITA JS1018 SLIDING COMPOUND MITRE SAW

DO NOT use this machine unless you have been instructed in its safe use and operation and have been given permission

Personal Protective Equipment and Clothing

-  Safety glasses must be worn at all times in work areas.
-  Long and loose hair must be contained.
-  Hearing protection must be worn.
-  Sturdy footwear must be worn at all times in work areas.
-  Close fitting/protective clothing must be worn.
-  Rings and jewellery must not be worn.
-  Dust mask or other appropriate respiratory protection must be worn

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.
- ✓ Ensure the saw is properly secured to a work table by bolts/clamps at approximately hip height.
- ✓ Check workspaces and walkways to ensure no slip/trip hazards are present.
- ✓ Ensure that other users are aware of your material being cut and that you ensure nobody is in the immediate vicinity of the machine during use.
- ✓ Keep table and work area clear of all tools, off-cut timber and sawdust.
- ✓ Start the dust extraction unit before using the machine.

OPERATIONAL SAFETY CHECKS

- ✓ Ensure all adjustments are secure before making a cut.
- ✓ Use clamps to secure and support the workpiece to a stable platform. Do not use a length stop on the free scrap end of a clamped workpiece.
- ✓ Before turning on the saw, perform a dry run of the cutting operation to ensure no problems will occur when the cut is made.
- ✓ Avoid reaching over the saw line. Do not cross arms when cutting.
- ✓ When pulling the saw down with your right hand, keep the left hand, especially the thumb, well clear of the line of cut.
- ✓ If workpiece is bowed or warped, clamp it with the outside bowed face toward the fence.
- ✓ After finishing the cut, release the switch, hold the saw arm down and wait for blade to stop before removing work or off-cut piece.
- ✓ Before making any adjustments, disconnect the plug from the power source and bring the machine to a complete standstill.

ENDING OPERATIONS AND CLEANING UP

- ✓ Return the saw to the fully forward position and lock the blade in the downwards position.
- ✓ Isolate the power for the saw using the mechanical isolator lock.
- ✓ Leave the machine in a safe, clean and tidy state.

DON'T

- ✗ Do not use faulty equipment. Immediately report suspect equipment to a Lead Maker after isolating the machine and hanging an "Out of Use" sign on the machine.
- ✗ Do not cut very small items; no smaller than 8 inches in length with the work vice securing the piece.
- ✗ Do not cut materials other than metal.
- ✗ Never leave the machine running or powered up unattended.
- ✗ Never force the saw into the workpiece. Use a slow and even feed rate.
- ✗ Permit other members who have not received the relevant induction to operate the machine. Even with your direct supervision.
- ✗ Attempt to cut workpieces that are too large or too small to be held securely within the work vice.
- ✗ Place your hands within the yellow painted danger zone on the saw during operation.

POTENTIAL HAZARDS AND INJURIES

- ⓘ Saw may grab and 'kick-back' toward operator.
- ⓘ Flying chips and airborne dust.
- ⓘ Contact with rotating blade.
- ⓘ Clothing or jewellery getting caught in blade or mechanism.
- ⓘ Metal within wood can be thrown out or cause damaged blade teeth to propel out of the saw.
- ⓘ Eye injuries.
- ⓘ Noise.

This Standard Operating Procedure does not necessarily cover all possible hazards associated with this equipment and should be used in conjunction with other references. It is designed as a guide to be used to compliment training and as a reminder to users prior to equipment use. Users acknowledge that improper use of equipment increases their risk of harm and that this is a decision they make. Anyone found to be using equipment incorrectly will have their usage rights removed pending a re-induction on the safe use of the equipment; this may incur a charge of £10 for each induction.

A*	For use by Lead Makers and trained staff only. Use by anyone else is strictly prohibited.	A	For use by adult members (18+) who have received and signed the specific induction package. No Lone Working.
B	For use by adult members (16+) who have received and signed the specific induction package. Lone Working Permitted.	C	For use by all members (6+) under the supervision of adult members/Lead Makers who have received and signed the specific induction package. Adult Lone Working Permitted