

SOP (CIRCULAR SAW)

SS-WHS-SAF-000

Authorised By:

Rev 1 [Publish Date]



TASK	Circular Saw					
HAZARDS	Flying debris	<input checked="" type="checkbox"/>	Heat / cold	<input type="checkbox"/>	Electricity	<input checked="" type="checkbox"/>
	Cuts / laceration	<input checked="" type="checkbox"/>	Dust	<input checked="" type="checkbox"/>	Rollover	<input type="checkbox"/>
	Pinch / crush	<input type="checkbox"/>	Noise / vibration	<input checked="" type="checkbox"/>	Plant interaction	<input type="checkbox"/>
	High pressure	<input type="checkbox"/>	Other:	<input type="checkbox"/>	Other:	<input type="checkbox"/>
PPE REQUIRED						

PRE-START CHECKS

1. Check the saw and cord (if corded) for any visible damage or defects.
2. Ensure the battery is fully charged if using a cordless model.
3. Verify that the blade is sharp, clean, and suitable for the material to be cut.
4. Ensure the blade is correctly and securely installed.
5. Confirm that the blade guard is in place and functioning properly.
6. Ensure the work area and surface is clean, well-lit, stable and free of any obstructions or tripping hazards.
7. Tie back loose clothing, jewellery or hair.
8. Securely clamp or brace the workpiece to prevent movement during cutting.

SAFE OPERATING PROCEDURE

1. Firmly grip the saw's handles with both hands, keeping your body to the side of the cutting path to avoid kickback injuries.
2. Before cutting, ensure the blade is not in contact with the workpiece, then align the saw with the cut line.
3. Start the saw and let the blade reach full speed before gently lowering it into the workpiece.
4. Apply steady forward pressure; do not force the saw through the material. Let the saw do the cutting.
5. Ensure the blade guard snaps back into place after each cut.
6. Be cautious of binding or pinching of the saw blade, which can cause kickback. If the saw begins to bind, release the trigger and allow the blade to stop before attempting to free it.
7. For corded models, keep the cord away from the cutting path to prevent accidental cutting.

POST-OPERATION PROCEDURE

1. Release the trigger and wait for the blade to come to a complete stop.
2. Ensure the blade guard covers the blade and the saw is turned off or battery removed before setting it down.
3. Wipe down the saw with a clean cloth to remove dust and debris.
4. Check the saw and blade for damage or wear. Replace the blade if necessary.
5. Report any defects or problems noted during use or inspection.
6. Document the maintenance and usage log if applicable.