**Personal Protective Equipment and Clothing.**

**DO NOT** use this machine unless you have been instructed in its safe use and

operation and have been given permission.

**This safe Operating Procedure does not necessarily cover all possible hazards associated with this equipment and should be used in conjunction with the manufacturer’s guidance. 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-training exercise on the safe use of the equipment.**

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| --- | --- | --- | --- |
| A\* | *For use by trained staff only. Use by anyone else strictly prohibited.* | A | *For use by adult employees (18+) who have received and signed the safe use paperwork. No lone working.* |
| B | *For use by adult employees (16+) who have received and signed the safe use paperwork. Lone working Permitted.* | C | *For use by all employees under the supervision of adult employees who have received and signed the safe use paperwork. Adult lone working permitted.* |

**Don’t.**

X Do not use faulty equipment. Immediately report any suspect machinery.

X Never leave the machine running attended.

**Finishing Operations and Housekeeping.**

**🗸** Switch off the machine when all work is completed.

**🗸** Close gas cylinder valve.

**🗸** Hang up the welding gun and welding cables.

**🗸** Leave the machine in a safe, clean, and tidy state.

**Operational Safety Checks.**

**🗸** Ensure machine is correctly set up for current, voltage, wire feed and gas flow.

**🗸** Ensure work return cables make firm contact to provide a good electrical connection.

**🗸** Never leave the welder running unattended.

**🗸** Avoid welding flashes. Erect UV safety curtains as required.

**🗸** Regularly inspect the welding tip and shield for damage.

**Pre-Operational Safety checks.**

**🗸** Check workspace, walkways and work leads to ensure that no slips, trips and falls hazards are present.

**🗸** Check work area is clean and free of grease, oil & flammable material.

**🗸** Ensure the equipment and work area is dry to avoid electric shocks.

**🗸** Check gloves, welding gun and work leads are in good condition.

**🗸** Ensure the fume extractor unit is on before welding commences.

**🗸** Close the UV curtain or erect safety screens to ensure the protection of others.

**Potential Hazards and Injuries.**

**¡** Electrocution.

**¡** Burns to eyes or body.

**¡** Inhalation of fumes.

**¡** Damage to eyes.

**¡** Flying sparks.

**¡** Fire.

**¡** Cuts & lacerations.

**¡** Slips, Trips and Falls.

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| Welding Mask Safety Signs - from Key Signs UK | Appropriate welding mask with correct grade lens to be worn. | WEAR DUST MASK PROTECTION SAFETY SYMBOL SELF ADHESIVE VINYL STICKERS SAFETY  | eBay | Dust mask or other RPE must be worn. | |  | Jewellery & watches forbidden. |
| Wear Safety Boots Signs - from Key Signs UK | Safety footwear must be worn at all times in work areas. | ISO Safety Gloves Required Sign, SKU: IS-1008 | Safety gloves must be worn when using this equipment. | |  | Fire resistant protective clothing to be worn. |
| Safety operating procedures | Long & loose hair must be contained. | ANSI Safety Signs - Warning Magnetic Field | Emedco | |