



SAFE OPERATING PROCEDURES

PAN BRAKE

DO NOT use this machine unless a teacher has instructed you in its safe use and operation and has given permission



Safety glasses must be worn at all times in work areas.



Long and loose hair must be contained or restrained.



Appropriate protective footwear with substantial uppers must be worn.



Close fitting, protective clothing or a workshop apron is encouraged.



Rings and jewellery must not be worn.



Protective gloves will be required when handling sharp sheet metal.

PRE-OPERATIONAL SAFETY CHECKS

1. Guards or safety devices shall never be removed or adjusted, except by an authorized person for maintenance purposes.
2. Working parts should be well lubricated and the jaws and fingers free of rust and dirt.
3. Ensure no slip/trip hazards are present in workspaces and walkways.
4. Be aware of other personnel in the immediate vicinity and ensure the area is clear before using equipment.
5. Familiarise yourself with and check all machine operations and controls.
6. Faulty equipment must not be used. Immediately report suspect machinery.

OPERATIONAL SAFETY CHECKS

1. Only one operator using the machine – school staff member to assist if required
2. Never use pan brakes for bending metal that is beyond the machine's capacity with respect to thickness, shape, or type.
3. Never attempt to bend rod, wire, strap, or spring steel sheets in a pan brake.
4. Remove the pan brake fingers that are in the way - use only the pan brake fingers required to make the bend.
5. Ensure the pan brake fingers that are not removed for an operation are securely seated and firmly tightened before the machine is used.
6. Ensure fingers and limbs are clear before operating the pan brake.
7. Lower finger clamps to work - do not drop.
8. Check workpiece is secure & keep clear of moving counterweight (where fitted).

HOUSEKEEPING

1. Lower finger clamps to a safe position - down position resting on base plate.
2. Return all accessories to storage racks.
3. Lock-out the action of the pan brake handle when not in use.
4. Leave the work area in a safe, clean and tidy state.

POTENTIAL HAZARDS

- Sharp edges & burrs
- Squash, crush & pinch points
- Impact from counterweight

Date of last review _____

Signature _____