

PAN BRAKE FOLDER SOP

ACRONYMS

LOTO - Lockout/Tagout.
PPE - Personal Protective Equipment.
SOP - Safe Operating Procedure.

PRECAUTIONS

- All operators must be trained and competent to operate a Pan Brake Folder safely. Operator training should include:
 - Workplace induction
 - Safe operating procedures
 - Manufacturer's instructions
 - Nature of hazards
 - Fitting of PPE
 - Manual handling
 - Housekeeping
 - First Aid



MAINTENANCE

- Follow LOTO procedures and record service/repairs information in Maintenance Log
- Maintenance is conducted as per manufacturers' instructions and by qualified persons only
- When the machine is taken out of service for maintenance:
 - Shut off and isolate the power supply
 - The power supply is clearly labelled/tagged "do not use."

HAZARDS - What can cause harm?

- ▲ Noise
- ▲ Electricity
- ▲ Sharp edges
- ▲ Moving parts/objects
- ▲ Manual Handling
- ▲ Poor housekeeping



PPE



PRE-OPERATIONAL INSPECTION

- Follow the pre-operational checklist in the manufacturer's operational manual, ensure:
 - Moving parts are lubricated and free of dirt/rust
 - Guards in place, undamaged
 - The emergency stop is functional
 - Controls labelled and working correctly
 - The cutting table is free of scraps and tools
 - Area is clear of other persons.

PAN BRAKE FOLDER SOP

OPERATION

1. Operate in accordance with manufacturers' instructions
2. Wear prescribed PPE.

MANUAL OPERATION



Manual

1. Adjust the machine to suit the metal thickness and clamping force required for the workpiece
2. Load workpiece to machine using correct lifting procedures when handling large sheets of material:
 - a. Avoid long periods of repetitive movements, take regular breaks
 - b. Avoid awkward and sustained positions
 - c. Use mechanical lifting aids when possible
 - d. Use two or more people for lifting & moving heavy/awkward equipment
 - e. Support large workpieces
 - f. Use caution during the initial feeding of the workpiece into the machine to avoid contact with the bending finger/s.
3. Lower the clamping bar to secure the workpiece into the brake and raise the folding beam to the desired angle to create the fold/bend
4. Lower the folding beam, release the clamping bar and remove the workpiece.



Entanglement from moving parts. Keep fingers (and other parts of the body), hair, clothing, jewellery, and tools away from moving parts.

AUTOMATED OPERATION



Automated

1. Program the console control of the machine to suit the metal thickness and clamping force required for the workpiece
2. Clamping:
 - a. Activate console control to auto mode clamping the workpiece
3. Folding:
 - a. Press the automatic START button
 - b. The folding beam will be raised to fold the workpiece to the desired angle
4. The remaining axes, which have been programmed in step 1, are obtained by using the foot control to activate the clamping and folding beam to achieve the desired shape for each fold.