

SHEET METAL ROLLER SOP

ACRONYMS

LOTO - Lockout/Tagout.

PPE - Personal Protective Equipment.

SOP - Safe Operating Procedure.

PRECAUTIONS

- All operators are trained and competent to operate the Sheet Metal Roller safely. Operator training should include:
 - Workplace induction
 - Safe operating procedures
 - Manufacturer's instructions
 - Nature of hazards
 - Fitting of PPE
 - Manual handling
 - Housekeeping
 - First Aid



HAZARDS - What can cause harm?

- ▲ Noise
- ▲ Electricity
- ▲ Hot objects
- ▲ Fire
- ▲ Moving parts/objects
- ▲ Manual Handling
- ▲ Poor housekeeping



PPE



PRE-OPERATIONAL INSPECTION

- Follow the pre-operational checklist in the manufacturer's operational manual, ensure:
 - Power cord undamaged/good condition tested and tagged
 - Moving parts are lubricated and free of dirt/rust
 - Feed table clear of debris
 - Guards in place, undamaged (include motor, sides of rollers)
 - Emergency stops functional
 - Controls labelled and working correctly
 - The foot pedal is guarded to prevent accidental activation.

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No flammables



Fire extinguisher

WORK AREA



No trip or slip hazards



Appropriate ventilation



Adequate lighting



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

The rollers of this machine present a pinching hazard.

OPERATION

1. Operate in accordance with manufacturers' instructions
2. Wear prescribed PPE
3. Remove adjusting keys and wrenches
4. Turn machine ON
5. Adjust rear stop for desired cut length
6. Position workpiece the far left of the shearing table and against the guide
7. Begin the shearing action. Do not force the machine. Allow it to function at its working speed
8. When the cut is complete, release the workpiece from the rear of the machine
9. On completion:
 - a. Switch off the machine and remove the power supply (isolate from power)
 - b. Clean work area (Use gloves to handle scrap).

Gloves should be worn when handling raw materials during loading only – not during operation

ALWAYS:

- ✓ Turn the power OFF and allow the moving parts to come to a complete stop before leaving the machine unattended
- ✓ Ensure the workpiece, and the rollers are free from debris that may cause pitting of the workpiece and slip rolls.
- ✓ Blades should be kept sharp, adjusted, and clean
- ✓ DO NOT use petroleum products to clean the machine
- ✓ Lubricate gears and bushes weekly
- ✓ Prevent rust from forming on the unpainted cast iron surfaces by wiping debris away after each use.