 THOMPSON RIVERS UNIVERSITY Occupational Health & Safety	Number: OH&S 18.44.1
	Revision Date: 07/11/2014
	Durma Plate Shear Safety Procedures

Printed copies of this document are uncontrolled.

1. PURPOSE






1.1 The purpose of these safety procedures is to provide guidance in the safe operation of the Durma Plate Shear machine in the Metal Fabricating Area.

2. SCOPE






2.1 These procedures apply to all Trades Instructors and students using this machine on TRU property.

3. PRECAUTIONS

POTENTIAL HEALTH & SAFETY HAZARDS

HAZARD		TO PROTECT YOURSELF
PINCH POINTS There are gears and exposed moving parts on machinery.		Use LOCK-OUT procedures when performing maintenance or conducting any work within 12" of an exposed pinch point. NEVER put your hands or feet near an exposed pinch point or gears!
ELECTRICAL HAZARD		Ensure that all switches, wires, and plugs are in good operating condition.
HIGH SOUND LEVELS Sound levels exceed 85 dB		HEARING PROTECTION is required when working in designated areas.
FOOT INJURY		Approved protective footwear is needed when there is the risk of foot injury due to slipping, uneven terrain, abrasion, crushing potential, temperature extremes, corrosive substances, puncture hazards, electrical shock and any other recognizable hazard
Rings and Dangling jewelry		Rings and any loose or dangling jewelry must not be worn while operating any equipment or machines

4. **PERSONAL PROTECTIVE EQUIPMENT**

	<p>Safety glasses must be worn at all times in work area!</p>
	<p>Long and Loose hair must be contained by a hat or hairnet to prevent contact with moving parts on equipment and machines</p>
	<p>Work Boots must be worn at all times when working in an area where there is risk of serious foot injury due materials falling onto the foot.</p>
	<p>Work Gloves should be worn when there is a risk of hand injury during the course of work tasks.</p>
	<p>Close fitting clothing or protective clothing must be worn.</p>

Durma Plate Shear



NOTE: Plate Shears can be dangerous if not operated properly. Read the owner’s manual carefully. Make sure you receive complete instructions and are properly trained before using this machine

5. PROCEDURES

5.1. SAFETY

- Use proper lockout procedures when setting up the shear. Shut off power when leaving the machine unattended, and follow lock out procedures when doing total preventive maintenance.
- Your foot must be completely removed from the pedal box after completing each cut, on machines that are not equipped with light curtains or other safeguards.
- In a two person operation, the helper must give the signal to cycle the shear. Always make sure you know the helper's position before cycling the machine.
- Always dispose of scrap material into the scrap metal bin to avoid injury on sharp corners.
- Don't place any part of your body between the blades or between or under hold downs.
- Always put your tools back after you set up. Practice good housekeeping at all times.
- On shears equipped with a light curtain verify proper safety functions.
- With the power on, with hands a safe distance away from the shear blades, cycle the shear to ensure proper operation.
- While the shear is in motion break light beam to ensure the shear will shut down in mid stroke.

5.2 QUALITY

- Check the stoppers frequently to maintain quality and eliminate mistakes.

5.3 OPERATION

- Never cut material over 3/8" thick on the shear.
- Always ensure material is located under at least one hold down.
- Never feed material from the backside of the shear.
- Never attempt to shear a piece of material off that is shorter than three times it's thickness or machine damage will occur.

- Don't cut anything that has been heat-treated (example: torch cuts)
- When removing material with a forklift, avoid contacting the shear.
- Do not cut multi- stack parts. One part or thickness of material is maximum.
- Do not leave the light curtain on "bypass" when you do not have full control of the machine foot pedal, hand controls, switches and levers.
- When working with short pieces where more length is past the blade than on the operator side, pieces must be back measured and cut that way.

6. RECORDS/VERIFICATION OF UNDERSTANDING

- 6.1. Records of training and instruction of the Durma Plate Shear operations must be filed with the Chairperson and the Dean of Trades.
- 6.2. Verification of Understanding
 - 6.2.1. A training master log will be maintained by Chairperson from Trades.

7. SUMMARY OF CHANGES

Revision #	Date	Change (include section #)	Issued By
1	07/11/2014	NEW	OHS Officer