



ORBITAL SANDER – STANDARD OPERATING PROCEDURE

DO NOT use this tool without completing appropriate induction / training.



Approved safety glasses must be worn at all times in work areas.



Hearing protection may be necessary when noise levels are considered excessive.



Appropriate protective footwear with substantial uppers must be worn in work areas.



Close fitting protective clothing or a suitable workshop apron is advisable.



A dust mask may be necessary when airborne dust levels are considered excessive.



Contain or restrain long and loose hair, and remove exposed rings or jewellery.

POTENTIAL HAZARDS

- Moving, rotating abrasive parts
- Burns (friction)
- Entanglement
- Noise
- Eye injuries
- Excessive dust

PRE-OPERATIONAL SAFETY CHECKS

1. Ensure you have a suitable, safe work area. Outside can be ideal for sanding to minimize inside dust levels.
2. If sanding inside, ensure you use a dust extraction vacuum unit or dust bag connected to the sander.
3. Examine the sander and power cord for obvious damage. Do not use faulty equipment.
4. Familiarize yourself with the fitment of sanding paper/pad to the sander and select the appropriate abrasive paper for the job.
5. Remember course grit sand paper for rough surfaces graduating up in grade to fine grit sand paper for smooth surfaces.
6. Sanding discs with holes must align with the holes on the pad for sufficient dust collection.



OPERATIONAL SAFETY

1. Examine the material to be sanded for sharp protruding objects such as nails and remove them.
2. If possible, securely clamp your project to a solid work surface or ensure the project is stable.
3. The sander is best use with both hands, but avoid covering the motor ventilation slots.
4. Never use your hands to hold small work items in place when sanding.
5. Keep fingers, hands, clothing and hair, etc. well clear of the rotating/vibrating sander.
6. Allow the sander to reach operating speed, then apply even gentle pressure. Do not apply excessive force.
7. Frequently check the sanding paper / pad for clogging of dust, damage or excessive wear and replace as required.
8. Be cautious that sanding pads can get hot from the friction of excessive sanding.

POST OPERATION

1. Remove sanding pads and discard or store appropriately.
2. Leave the work area in a safe, clean and tidy condition and sweep up all dust.