




Safe Operating Procedures

SOPs are designed to help employees identify hazards, limitations, PPE, & safety training for specific equipment/tasks. Environmental Health and Safety, 414 J.M. Smith Hall

	Equipment/ Task Name	Operating a Band Saw
	Departments Impacted	Art & Architecture Department
	Purpose	A band saw is a saw with a long, sharp blade consisting of a continuous band of toothed metal stretched between two or more wheels to cut material. They are used principally in woodworking, metalworking, and lumbering, but may cut a variety of materials.
TASK	HAZARDS	CONTROLS
1. Prepare machine for use: adjust and check the condition of the guard and blade.	Pinching and laceration hazards.	<ul style="list-style-type: none"> Keep fingers and hands away from pinch points and blade teeth. Wear gloves to handle blade. Adjust or replace blades as needed.
	Bodily injury.	<ul style="list-style-type: none"> Check and replace any broken or damaged parts. Wear appropriate eye protection.
2. Start blower and saw.	Flying particles.	<ul style="list-style-type: none"> Wear safety glasses or face shields (whichever is appropriate) to avoid eye injuries. Wear N95 dust mask to avoid respiratory irritation or damage.
	Hearing damage.	Wear ear plugs or ear muffs.
3. Operating saw.	Bodily injury.	<ul style="list-style-type: none"> Use guard properly. Use push bar for smaller materials. Adjust guard to no more than ¼-inch above top material. Tie back long hair and secure all loose clothing as needed. Wear safety shoes/boots (if necessary).
4. Align materials flat on table.	Pinching fingers or hands.	Keep fingers and hands away from pinch points.
5. Procedure for malfunctioning or broken equipment.	Bodily injury.	<ul style="list-style-type: none"> Obtain Accident Prevention Tag. Mark equipment “Do Not Use” and specify problem or hazard. Whenever possible isolate power source so equipment cannot be used. (Lockout/Tagout).



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					<ul style="list-style-type: none">Notify shop and/or take equipment to shop.
Required Training:			Required Personal Protective Equipment (PPE)		
1. Proper operation of band saw.			1. Safety glasses or face shield. 2. Hearing protection. 3. Gloves (as needed). 4. N95 dust mask (as needed).		
SOP ID	A003	Related Documents	Art Shop Manual	Creation/Revision Date	9/2018

Suggestions, questions, or comments? Please contact EH&S