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| Author: Kevin Arne Title: Prototyping Lab Supervisor Date: 6/15/2022 |
| #1 Process (if applicable) | Sewing cloth |
| #2 Equipment | JANOME Sewist 500 and other sewing machines |
| #3 Personal Protective Equipment (PPE) | Minimum shop PPE |
| #4 Environmental /Ventilation controls. | N/A |
| #5 Required training or approval  | * Sewing machine training
* Review and observe general safety practices outlined in the MKRSPC MNL.
* Refer to the manufacturer’s operating manual for all operating procedures.
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| #6 Inspection requirements before use | * Check for any defects or malfunctions in the machine.
* Inspect the sewing machine and power cord for damage.
* Ensure all machine settings are appropriate for the task you intend to perform.
* Use proper type and size of needle for the fabric you’re using
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| #7 Safe operating procedures or precautions | * Regularly inspect the needle to make sure it is not dull, bent, or damaged in any other way; if damaged, toss in the sharps bin.
* Place pins and needles in pin cushion or small container after use.
* Do not leave pins/needles loose on the table or floor.
* Always sweep working area when finished to avoid leaving pins on floor.
* Keep your eyes on the sewing area and do not touch any moving machine parts.
* Turn off the power switch and disconnect power before changing a needle or presser foot.
* Never place anything on the machine’s operating foot control other than your foot/shoe, as the machine may run without warning.
* If there are any questions regarding safety, ask a staff member for help.
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| #8 Chemicals/ spill procedures/waste disposal | N/A |
| Author Signature: Date:  |