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| Author: Kevin Arne Title: Prototyping Lab Supervisor Date: 7/14/2022  |
| #1 Process (if applicable) | Routing of wood and plastic |
| #2 Equipment | Trim router (also known as palm router) |
| #3 Personal Protective Equipment (PPE) | * Eye protection
* Ear protection
* Dust mask
* Minimum shop PPE
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| #4 Environmental /Ventilation controls. | * Ensure the workpiece is secure so it does not move when in use.
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| #5 Required training or approval  | * Trim router 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 damage to the router bit. Do not use a damaged bit.
* Inspect general condition of working area.
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| #7 Safe operating procedures or precautions | * Ensure all other students are clear of immediate work area.
* Keep fingers and hands away from the cutting edges while the tool is plugged in.
* Tie back any loose hair or clothing.
* Make sure the bit is clamped securely in the collet.
* Allow tool to reach speed (when starting) before engaging the work.
* Feed the tool into the work against the rotation of the bit (conventional milling). Failure to do this can result in losing control of the router.
* When taking deep cuts (greater than 1/8 inch deep), take multiple passes rather than one deep pass.
* Avoid using excessive force.
* Turn machine off and unplug to make any adjustments to the cutting bit.
* Turn off the machine, unplug, and wait for it to stop spinning before leaving.
* Be careful when setting the tool down as it is easy to accidentally place it on the spinning bit.
* If there are any questions regarding safety, ask a staff member for help.
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| #8 Chemicals/ spill procedures/waste disposal |  |
| Author Signature: Date:  |