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| **CAL-HS-PD-3203** |
| **Abrasive Wheels** |
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| **Procedure** |
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# PURPOSE

1. The purpose of this procedure is to prevent injury whilst operating abrasive wheels.
2. The procedure should alert employees and others to the hazards associated with the process and the measures necessary to reduce and control significant risks to an acceptable level.
3. The purpose of this procedure is to set out the controls to protect persons from:

* noise/hearing damage.
* contact with moving blades resulting in major cuts or amputation
* dusts
* ejection of materials
* hazards when adjusting/maintaining the machine

# EXPOSURE TO OTHERS

1. Other personnel should not be exposed to hazards arising from these activities.
2. All employees should be advised of the hazards arising from the use of abrasive wheels and a general requirement implemented that they remain at a safe distance during operations.

# MANAGEMENT

1. The Line Manager or Supervisor appointed has the responsibility, so far as is reasonably practicable, to ensure:

* That everyone who may be affected by the operation of this work equipment is aware of this procedure and adheres to it.
* That only authorised persons have access to and the use of, this work equipment.
* The availability of adequate and sufficient resources for training, instruction and information relating to this procedure.
* That sufficient and suitable personal protective equipment (PPE) is identified, supplied, used and maintained and that users are trained in its use.
* That equipment selected is suitable for purpose and meets all required standards.
* That operators are physically and mentally suitable for the allotted task.
* That operators are trained and competent for their allotted task.
* That all necessary checks, inspections, examinations and tests on the machine, its safety systems and its environment are conducted in the prescribed manner and recorded as necessary.

# OPERATORS

1. Work Equipment Operators have the responsibility, so far as is reasonably practicable, to ensure:

* That they are aware the procedure for safe operation and adhere to it.
* That any person who may be affected by the operation of this work equipment has been warned and is safe from health and safety risk resulting from its operation.
* That the work equipment which they select is suitable for purpose.
* That they are physically and mentally suitable for their allotted task.
* That they are trained and competent in their allotted task.
* That they use and maintain identified PPE when necessary and correctly.
* That all necessary checks, inspections, examinations and tests on the machine, its safety systems and its environment are in place.
* That they carry out a visual examination of the work equipment prior to use.
* That all safety devices, guards, etc. are operational before they use the work equipment.
* That the work equipment is left in a clean and safe condition after they use it.
* That they report all defects and prevent the use of defective or dangerous work equipment by others.

# GENERAL OPERATING

1. The operator is properly trained in the safe use of grinding machines.
2. All equipment is inspected before use.
3. Floors immediately surrounding fixed grinding machines are maintained in good condition and free from obstruction.
4. Splash guards are used when appropriate to prevent the floor from becoming slippery.
5. Only those people who have been appointed by the management as trained and competent can mount and use abrasive wheels.
6. The maximum speed marked on the wheel must not be exceeded under any circumstances and must be checked against the machine speed before fitting.
7. The wheel guard is always secured in position and properly adjusted before the wheel is run.
8. Work rests are always adjusted as close as possible to the wheel.
9. The side of straight sided wheels are not used for grinding.
10. Wheels are dressed as often as necessary to ensure that work rests can be adjusted close to the wheel surface.
11. Machines are maintained and lubricated in accordance with the manufacturer’s instructions.
12. Wheels are not brought to rest by applying pressure to the periphery or the face when the power is switched off.
13. For mounted wheels and points, the overhang does not exceed that which is appropriate to the speed and size or point and diameter of the mandrel.
14. Suitable eye protection to EN 166 1B is worn for all grinding operations, or alternatively a transparent screen of the correct standard is fitted to intercept sparks and particles.
15. Loose clothing, such as ties or coat sleeves or loose jewellery is not worn.
16. Rags and waste are not used near a revolving wheel as they may become entangled.
17. Hearing protection, if required, is worn in accordance with instructions.
18. Dust/spark control equipment is used at all times.

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