RECOPAK
PACKAGING MACHINERY SOLUTIONS

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SAFE OPERATING PROCEDURE (SOP)

Gas Torch

DO NOT use this tool unless appropriately instructed in its safe use and operation and permission to operate has been given.

COMPULSORY PPE

Pre-Operational Safety Checks

1. Ensure task is clearly understood.
2. Ensure the work area is clean and clear of grease oil and any other flammable materials.
3. Ensure the gloves, heat gun, work area and leads are in good condition.
4. Restrict access into work areas.
5. Ensure appropriate ventilation is in place prior to use.

Operational Safety Checks

1. Keep hands clear of work piece and away from flame.
2. Never leave gas torch running unattended.
3. Always remember to switch off gas bottle and fume extraction when finished.
4. Always place Gas Torch back in the original storage place.

Housekeeping

1. Avoid trip hazards and prevent damage to electrical cord/s.
2. Make sure the gas bottle has enough gas in it before putting it away.

Potential Hazards

1. Hazards with potential to cause harm through impact and cutting, exposure to fire and explosion, heat, projectiles, sparks, slips, trips, falls, fumes and gases.

SPECIAL NOTES

No personnel are to use this equipment prior to obtaining:

- Competency in the correct use of the equipment
- Reading and fully understanding the operator's manual – can be located in the Recopak Manuals Draw (marked on Recopak Map)
- Reading the standard operating procedure
- Undergoing through practical training while properly supervised
- Supervisors to ensure SOP's are signed off

This SOP does not necessarily cover all possible hazards associated with this equipment or procedure and should be used in conjunction with other references. It is designed as a guide to be used to compliment training and as a reminder to users prior to use.

I confirm I am competent to operate a Gas Torch following my training and reading of the attached Safe Operating Procedure.

DATE	Name	Signature