RECOPAK
PACKAGING MACHINERY SOLUTIONS

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SAFE OPERATING PROCEDURE (SOP)

Hydraulic Press

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 press is in good working order without visible damage to structure or hydraulic fluid leaks.
3. Ensure work piece is placed squarely on the plate.
4. Clamp work piece (if applicable).

Operational Safety Checks

1. Keep hands and body clear of press mechanism when lowering.
2. Lower ran until it contacts with the work piece.
3. Adjust pressure of ram to desired settings.
4. Identify ON/OFF switch and emergency stop button (if applicable).

Housekeeping

1. Release pressure on hydraulic press.
2. Slowly raise ram and remove work piece from plate.

Potential Hazards

1. Potential to cause harm as a result of crushing from moving parts, hazardous manual handling, materials being ejected from the plant and chemical hazard (release of hydraulic fluid).

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 Hydraulic Press following my training and reading of the attached Safe Operating Procedure.

DATE	Name	Signature