

# Safe Operating Procedure Air Grinder

www.rapidhire.net.au

We are located at:  
10 Kerryl Street, Kunda Park Qld 4556  
Email: info@rapidhire.net.au  
Phone: 07 5456 2664



The instructions recommended within this document apply to normal risk conditions. If the Air Grinder is to be operated in a dangerous or hostile environment, the user/client is responsible for conducting an appropriate risk analysis and applying suitable controls to mitigate those additional risks.







This instruction should be read in conjunction with the Risk Assessment procedure for the Air Grinder.

## Safety risks:

- Entanglement
- Impact and cutting
- Noise
- Compressed Air

**WARNING: Do not wear loose fitted clothing or jewellery and ensure long hair is contained**

You must wear this personal protective equipment when doing this task:

Foot Protection	Hearing Protection	High Visibility	Eye Protection	Hand Protection	Dust Mask
					

## Pre-Operational Check:

- ✓ Ensure task (e.g. Drawings, instructions, specifications etc) is clearly understood.
- ✓ Use only in designated grinding area – erect screens if necessary.
- ✓ Ensure the grinding disc, guards and attachments (including handle) are secure and correctly fitted.
- ✓ Before you inspect any parts, make sure Grinder is unplugged from the air compressor.
- ✓ Check workspace and walkways to ensure no slip/trip hazards are present. Ensure adequate lighting. Remove any flammable liquids or combustible materials from the near proximity.
- ✓ Secure and support the workpiece using clamps, bench vices, etc.
- ✓ Ensure compressed air line is free from damage.
- ✓ Identify ON/OFF switch and emergency stop button on compressor.
- ✓ Ensure all other employees are clear of the immediate work area.

## Safe Operation:

1. Do not use in close proximity to other workers.
2. Start the compressor noting pressure increase and cut-out/cut-in pressure.
3. Listen for any air leaks from any flexible airlines and immediately report if any leaks are observed.
4. When you start up the machine, listen for unusual noises or vibrations.
5. Keep fingers, hands and compressor cord clear of the grinding disc.
6. Never make adjustments while air grinder is running.
7. Do not disconnect air grinder when it is under load, except in emergency.
8. Allow the machine to reach full speed before contacting the workpiece.
9. Do not lift or drag grinder by the air compressor cord.

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10. Be aware of flying sparks. Hold grinder so that the sparks fly away from you, other people and flammable material.
11. Do not leave air grinder attached to air line & only use the grinder when hand held.
12. Do not touch work piece immediately after grinding operation as it will be extremely hot.
13. Avoid breathing dust – wear suitable dust mask or respirator in dusty areas.
14. Don't over-reach or work at an awkward angle.
15. Keep your hands and feet away from moving parts at all times.
16. Ensure good housekeeping practices are in place to minimize waste build-up.

## **Storage & Maintenance:**

1. Disconnect machine from air compressor and wrap up and secure air lead.
2. Turn off air supply.
3. Remove built up dust and residue from grinder.
4. Avoid breathing dust when cleaning grinder and work area.

# Air Grinder Risk Assessment

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Likely Risk Issue	Who/ What may be harmed? (Specific Persons)	What is the Rate Level? (Rate risk as Low, Medium or High)	What Risk Control Actions Needs to Be Taken? (What needs to be considered so that the risks are identified and effectively controlled)	Time Frame
Impact and cutting injuries	Participants Operators Spectators Staff	Severity of Risk (S) – 3 Likelihood of Risk (L) – 2 Overall Risk (S x L) = 6 <b>MEDIUM</b>	<ul style="list-style-type: none"> <li>Operator to be trained in correct use of grinder</li> <li>Air Grinder to be used in compliance with manufacturer's instructions</li> <li>Ensure operator's hands and body parts are kept clear during operation and maintenance.</li> <li>Ensure appropriate guarding is installed and in good working order prior to use</li> <li>Ensure cutting wheel is appropriately installed</li> </ul>	Each hire
Noise and Vibration	Participants Operators Spectators Staff	Severity of Risk (S) - 2 Likelihood of Risk (L) - 2 Overall Risk ( S x L) = 4 <b>MEDIUM</b>	<ul style="list-style-type: none"> <li>Ensure adequate PPE is worn (e.g. Gloves and hearing protection)</li> <li>Take regular breaks from continues operation</li> <li>Conduct periodic maintenance to ensure smoother operation and less vibration</li> </ul>	Each hire
Fire, Explosion & Electrocutation	Participants Operators Spectators Staff	Severity of Risk (S) - 2 Likelihood of Risk (L) - 2 Overall Risk ( S x L) = 4 <b>MEDIUM</b>	<ul style="list-style-type: none"> <li>Ensure equipment is maintained and in good condition before use <b>DO NOT USE FAULTY EQUIPMENT. REPORT IMMEDIATELY TO RAPID HIRE</b></li> <li>Ensure compressor is in a well-ventilated area to prevent inhaling vapours or fumes</li> <li>Do not blow compressed air on skin</li> <li>Put compressor in a suitable location for safe operation and away from obstruction</li> <li>Never run the equipment in excess of the safe working pressure</li> <li>Use equipment as per manufacturers recommendations</li> <li>Do not use air grinder in flammable atmosphere or near combustible materials / substances</li> <li>Ensure no hidden hazards such as electric wiring, water pipes, gas pipes etc</li> </ul>	Each hire
Slips, Trips and falls	Participants Operators Spectators Staff	Severity of Risk (S) - 1 Likelihood of Risk (L) - 2 Overall Risk (S x L) = 3 <b>LOW</b>	<ul style="list-style-type: none"> <li>Wear appropriate footwear</li> <li>Ensure appropriate cleaning and housekeeping practices are maintained to minimise the risk of slips, trips and falls</li> </ul>	Each hire

## Calculation of Risk Evaluation

**Severity of Risk (S)** is judged by evaluating the effects of the hazard if the risk occurs. This is evaluated as Minor = 1, Major = 2, Serious = 3

**Risk Likelihood (L)** - The likelihood of the harm occurring is evaluated on the basis of: Unlikely =1, Possible = 2, Likely = 3

**Overall Risk** is calculated by multiplying the figure for Severity (S) and Likelihood (L).

The overall risk figure calculated is related to the Risk Level of either Low: 1 to 3; Medium: 4 to 6 or High: 7 to 9

**NB** This is a generic risk assessment only. It is advisable to carry out a site-specific assessment prior to using this equipment.