

DOOR PREP Safe Operating Procedure Updated October 19, 2022 Page 1 of 1

Hazards	cuts, lacerations, heavy lifting
Tools/Equipment	table saw, jointer, circular saw, clamps, sander, knife, straight edge
Employee Group(s)	Facilities Management - Carpentry

Required PPE:







Safety Shoes

Protection

Ear Protection

SAFE WORK PRACTICES

- Do not perform the procedure or operate the equipment until you have been appropriately trained and authorized to do so by your supervisor.
- Inspect required personal protective equipment (PPE) and replace if required.

PROCEDURE

- 1. Measure door opening/hinges/lock opening.
- 2. Scribe door with knife to prevent splintering.
- 3. Cut down bottom of door with circular saw.
- 4. Cut the width of door with jointer (two-man job).
- 5. Place door in vice to router (two-man job).
- 6. Cut out lock opening using lock jig.
- 7. Sand all rough edges with sander.
- 8. Hang door in paint shop.
- 9. Hang door at site (two-man job).