

ENGRAVING MACHINE Safe Operating Procedure Updated October 19, 2022 Page 1 of 1

Hazards	cuts, lacerations, electrical
Tools/Equipment	
Employee Group(s)	Facilities Management - Carpentry

Required PPE:







Ear Protection

Eye Protection Safety Shoes

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. Keep hands clear of moving parts.
- 2. Be sure to tighten all screws and bolts prior to use.
- 3. Always turn off switch before making adjustments.
- 4. Never leave unit running when unattended.