



SAFE OPERATING PROCEDURE CORDLESS HAMMER DRILL



DO NOT use this machine unless a Technical Officer or correctly inducted staff member has instructed you in its safe use and operation and has given you permission.



Safety glasses must be worn. A P2 mask may be necessary if airborne particulates are excessive



Hearing protection must be worn when Impact Drilling.



Enclosed footwear with substantial uppers must be worn.



Protective clothing or a suitable workshop apron, correctly tied and fitted is advisable.



Long or loose hair must be tied back and contained



Remove rings, dangling jewellery and gloves.

DO NOT use faulty equipment – report faults immediately via a Technical Ticket.

PRE-OPERATIONAL SAFETY CHECKS

1. Ensure you have a suitable, safe work area free of any trip / slip hazards.
2. Examine the drill and battery for obvious damage.
3. Do not use dull or damaged drill bits. Check you have the correct drill bit for the job
4. Familiarise yourself with the Switch Trigger and the reverse Switch Lever.
5. Check the charge level in the battery is adequate for the job.

OPERATIONAL SAFETY CHECKS

1. Securely tighten the correct drill bit in the chuck. Fit the battery to the drill.
2. Follow all the operational safety checks for the Cordless Driver Drill. (See the SOP)
3. Before using the Hammer Drill function, fit the auxiliary handle.
4. Firmly hold the tool with both hands, one on the auxiliary handle, the other by the switch hand grip.
5. Be aware there can be tremendous and sudden twisting force from the tool at the time of hole breakthrough. Stay alert, keep a steady footing with a good grip on the tool, ready to resist such force.
6. Place drill bit to the job and hold firmly. Squeeze trigger and allow drill to reach operating speed, then apply load gradually.
7. If necessary, click the reverse switch button to reverse the drill bit out of the hole.
8. Cordless hand drills will not operate when the battery charge level is too low.
9. Avoid blocking and covering the motor ventilation slots with your hands.
10. Be cautious of drilling too close to edges and corners.
11. Beware of hot drill bits caused by friction or abrasion.

Look before you drill – inspect for live wires

HOUSEKEEPING

1. After use, allow drill and bit to cool. Remove the drill bit and return the battery for charging.
2. Clean all dust from drill and work area
3. Leave the work area in a safe, clean and tidy condition.

POTENTIAL HAZARDS

- Moving, rotating parts
- Dust
- Noise
- Burns (friction)
- Eye injuries

FORBIDDEN DO NOT operate this equipment under the influence of alcohol or other drugs

Date of last review: _____

Signature: _____