

 DALHOUSIE UNIVERSITY <i>Inspiring Minds</i> Safe Job Instructions for Radial Arm Saws	Policy Sponsor: Assistant Vice President Facilities Management	Approval Date: February 2010
	Responsible Unit: Trade Services	Revisions: January 2018
Known Hazards Hands to close to blade, improperly maintained or adjusted saw and / or guards, failure to de-energize saw prior to cleaning or maintenance, attempting to remove stock or debris from around blade while it is still coasting or idling, airborne dust getting in eyes, extended exposure to noise, inhalation of dust, blade getting caught in stock, material kickback,		
Job Specific Training Requirements Read and understand the manufacturer's manual before use, hands on training pertaining to saw and all types of cuts that will be made with the saw.		
Personal Protective Equipment Requirements Safety boots, safety goggles or glasses, face shield, hearing protection, respiratory protection,		

Safe Job Procedures
These job procedures are to be followed at all times to ensure effectiveness in employee safety, production, quality of work and overall loss prevention.
Pre-Operation <ul style="list-style-type: none"> • Ensure you are wearing all required personal protective equipment. • Ensure that there are no slip or trip hazards in the work area. • Ensure all loose clothing, jewelry and long hair is contained. • Familiarize yourself with the location of the ON / OFF switch and the Emergency Stop if the saw is equipped with one. • Ensure the material you will be cutting is free of nails, screws and other foreign objects. • Ensure the blade size and type is correct. • Ensure the blade is sharp, properly mounted, aligned properly and parallel with the fence. • Ensure the saw is turned OFF and disconnected from the power outlet energy source before making any adjustments, replacing the blade or performing any other maintenance. Isolate the energy source if necessary. • Ensure you clean all dust and debris and tools from saw table / work surface before beginning work.

- Before you start and work verify that no play exists between the column and column support or in the carriage, and, that the arm, yoke and bevel locks / clamps are tight.
- Ensure all blade guards are securely in place and free of defects and any obstructions.

Operation (All e of Cuts)

- Ensure the power switch is in the OFF position before plugging the saw into a properly grounded electrical outlet.
- Ensure that you keep focused on the job you are performing, avoid being distracted.
- Place the material to be cut on the saw table well away from the blade.
- Inspect the stock once again for nails or other foreign objects.
- Place the material tightly against the fence and table and provide support for long pieces of stock.
- Stand to the side of the cut line and blade.
- Start the saw and let the blade come to full speed before making contact with the material to be cut.
- Use your left hand to hold the material firmly against the table top and the fence and the right hand to operate the saw.
- Keep your left hand and fingers well away from the path of the cut and the saw blade.
- Use a push stick to hold material against the fence when ripping. The push stick should be longer than the diameter of the blade.
- Keep your hand on the saw handle at all times while cutting.
- Maintain good footing and balance while cutting.
- Pull the saw through the piece of material in a slow steady motion.
- Avoid applying too much pressure on the saw blade.
- Pull the saw forward far enough that a complete clean cut is made.
- Return the saw to the rear of the table, turn the saw OFF and wait for the blade to stop.
- When the blade has stopped remove the material from the table.
- Never attempt to stop the blade by jamming it with a piece of wood.
- Keep the saw, saw table and other parts of the saw clean and free of debris while working. Use a stick or brush.
- Never leave the radial arm saw unattended while the blade is running. Wait until the blade has come to a full stop before leaving the area.

- Clamp stock to the table on one side of the saw blade, when making mitre, bevel or compound mitre cuts. (Clamping will prevent the wood from sliding along the fence during the cut.
- Turn the saw OFF whenever you are going to make adjustments or changes in the set up.
- Lock the saw yolk in position to prevent it from moving forward when the power is turned on.
- Do not saw stock shorter than 30.5 cm (12 inches).
- Never pull the blade beyond the point necessary to complete the cut, the back of the blade may lift the stock and throw it over the fence.

Ripping

- Do not use radial arm saws for ripping unless the spreader (riving knife) and anti-kickback devices are available and properly adjusted.
- Rotate the saw 90 degrees so that the blade is parallel to the fence and is clamped in that position. Lower the blade to check that it will cut through the stock.
- Position the guard to just clear the surface of the stock.
- Position the spreader to prevent the material from coming together after being ripped, binding and creating a kickback situation.
- Position the anti-kickback devices so the fingers ride on the surface of the stock.
- When feeding the stock hold it firmly against the fence and the table by using a steady even pressure. Do not release the pressure until the cut has been completed.
- When ripping, make sure that the overall length of the saw table (both in feed and out feed) is twice the length of the longest pieces of material to be cut.
- When ripping, make sure that the material is fed against the direction of the blade (from the side where the saw blade rotates upward towards the operator).
 - The blade should extend slightly into the table.
 - The motor head must be locked at the correct height and angle.
- Any helper on the in feed side of the blade must take precautions to avoid flying stock.
- Use a push stick to feed the stock.