

## DRILLING MACHINES

1. Employees will be properly and thoroughly trained before attempting to do any work with or on any drilling machine.
2. Read and understand the operating instructions.
3. Each machine operator is responsible for insuring that the machine is only operated in a safe condition and in a safe manner and that he/she has been duly authorized and trained in the safe operation of the machine.
4. It is the duty of each operator to immediately eliminate or report any changes occurring on the machine or in the wood being processed which changes may effect the machine's operation.
5. The cleanliness and tidiness of the machine and its surrounding area must be ensured through appropriate instructions, routine inspections, and cleaning.
6. Work on or alteration of this machine, which detrimentally affects the safety of the machine in any way, is prohibited.
7. All guards must be kept in place and in working condition.
8. Machine parts or components, which form part of the safety protection, must not be removed, dismantled, altered, put out of operation, or relocated.
9. All safety devices must be checked at regular intervals for perfect operation.
10. The operator must have thorough knowledge of the controls and their functions before attempting any operation.
  - a) Main switch
  - b) Hand-lever valve for tilting the machine
  - c) Throttle valve on the drill head movement
  - d) Throttle valve on the brake cylinder
  - e) Starting button for the drilling operation
  - f) Toggle switch for front and lateral stop
  - g) Emergency Stop button
  - h) Switch for out-of-square panel correction

**Wear appropriate personal protective equipment!**

Date: \_\_\_\_\_