

<i>Hazard Review</i>	
<ul style="list-style-type: none">• Flying objects• Eye injury• Cuts, scrapes, abrasions	
<i>Related Safe Work Practices</i>	
<ul style="list-style-type: none">• Power Tools• Electrical Safety, General• Hand Tools	
<i>Required Personal Protective Equipment</i>	
<ul style="list-style-type: none">• Safety Glasses and Face Shield• Leather Gloves (on metal lathe only)• Apron or Shop Coat• Dust mask (optional)	
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BEFORE

1. Read and understand operating instructions.
2. Remove or tie-back any items from your person that may become caught in the rotating drill or spindle, such as: neckties, finger rings, loose clothing, long hair.
3. Don the personal protective equipment as noted above to prevent personal injury.
4. Inspect the lathe to ensure it is operational. Ensure that all machine guards are in place, and that the lathe is properly lubricated (check oil reservoir).

DURING

1. Turn the chuck or faceplate by hand to ensure there is no danger of the work striking any part of the lathe.
2. Ensure that the cutting tool is sharp and in good condition (see *Hand Tools*).
3. Keep all safety guards in place.

4. Clamp the work solidly. DO NOT hold it in place with your hands. Get help if you must use heavy chucks or attachments.
5. Stop the lathe before making adjustments or taking measurements.
6. DO NOT use your hands to clean shavings/chips from the work surface. Stop the machine and use a tool, such as a pair of pliers to remove them.
7. Do not permit small-diameter work to project far from the chuck without supports from the tailstock center.
8. Move the cutting tool clear of the work if you reposition or remove the work from the chuck.
9. Never attempt to run the chuck on or off the spindle using power, or to stop the lathe by reversing its rotational direction.
10. Be aware of the direction and speed of the carriage or cross-feed before engaging the automatic feed.
11. Remove all burrs and sharp edges from the workpiece before removing it from the lathe.
12. The following practices are **prohibited**:
 - Leaving the key in the chuck
 - Using a file without a handle
 - Running the cutting tool into the chuck

AFTER

1. Use a cleaning brush (not a dust brush) to remove all chips/shavings. DO NOT use the airhose. Use pliers to remove the stringy chips.

Remove the cutting tool and other adjunct tools and return them to their proper storage area.