

Ironworker Steel Hole Punch

Facility:	Written By:	Approved By:	Date Created:	Date of Last Revision
Hazards Present:		PPE or Devices Required:	Additional Training Required:	
Noise		Hearing protection	Operators Manual	
Pinch points		Eye protection		
Safe Work Procedure:				
<p>Pre-Operation</p> <ol style="list-style-type: none"> 1. Read operators manual 2. Check the punch securing nut, die, stripper and die at the start of each shift and periodically throughout the day 3. Check the punch and die for alignment prior to punching the first hole 4. Do not punch anything thicker than one punch in diameter. The higher the grade of steel, the more punch power is required. 5. Punch full and complete holes. 6. Contact both sides of the punch stripper. Punch holes with sufficient material around the die so that contact will be made on both sides of the stripper. Stripping forces can be severe. Unbalanced forces due to contact on only one side of the stripper may cause punch breakage. 7. Prior to operating, remove all tools or other objects from under the beam and punch ram. Failure to do so could result in danger to other personnel and to tools 8. Stay within rated punching capacities. <p>Operation</p> <ol style="list-style-type: none"> 1. Turn on motor switch 2. Swing lever to P (Punch) setting. Punch will move to raised position. The punch-operating pedal will be in the raised position and the shear-operating pedal will be in the down position 3. Move valve knobs when machine is at rest at either end of the stroke 4. Place valves in position: <ul style="list-style-type: none"> No. 1 – pulled out No. 2 – pulled out No. 3 – pushed in <p>These valve positions give maximum speed and 70% of the power</p> 5. Place the material to be punched beneath the punch 6. Check that the area below the foot pedal is clear. 7. Move hands away from the punch area. There is no need to hold the material being punched 8. Depress foot pedal 9. At the conclusion of the stroke, the foot should be removed from the pedal and the machine will return and stop in readiness for the next stroke. 				
<p><i>If an emergency situation occurs while conducting this task, or there is an equipment malfunction, engage the emergency stop and follow the lock out procedure</i></p> <p>REPORT ANY HAZARDOUS SITUATIONS TO YOUR SUPERVISOR</p>				
Guidance Documents/Standards:		This Safe Work Procedure will be reviewed any time the task, equipment or materials change and at a minimum of every three years		
MB Workplace Safety & Health Act & Regulations:		Reviewed By WSH Committee:		
		Date:		