

ILLUSIONS AUSTRALIA

SAFE WORK PROCEDURE

SWP 002 – AIR POWERED TOOLS - PNEUMATIC TOOLS

1. PURPOSE AND SCOPE

This Safe Work Procedure establishes minimum requirements for the safe use of pneumatic hand tools supplied by compressed air at Illusions Australia.

It applies to air-powered drills, sanders, impact tools, staplers and similar pneumatic equipment, subject to any more specific SWP applying to a particular tool.

2. AUTHORISATION AND COMPETENCY

Workers must be instructed and competent in the particular pneumatic tool being used.

Higher-risk tools such as pneumatic nailers or specialised equipment must only be used by workers authorised for that equipment.

3. REQUIRED PPE

The following PPE must be worn as appropriate:

- Safety glasses or suitable eye protection.
- Hearing protection where required.
- Safety footwear.
- Respiratory protection where the task generates dust and extraction is insufficient.
- Task-specific PPE appropriate to the tool and material.

4. PRE-START CHECKS

Before commencing work, confirm that:

- The tool body, trigger, guard and attachments are serviceable.
- The hose, couplings and fittings are undamaged and secure.
- The air supply pressure is suitable for the tool and does not exceed its rated pressure.
- The correct accessory, bit, disc or attachment is fitted and secure.
- Required guards and safety devices are fitted and functional.
- Hoses are positioned to avoid trip hazards, sharp edges, hot surfaces and vehicle traffic.
- The workpiece is secure and the work area is clear.

5. SAFE OPERATING PROCEDURE

1. Select the correct tool and accessory for the task.
2. Connect the tool with the trigger released and the tool directed safely.
3. Adjust regulated air pressure to the tool manufacturer's requirements.
4. Adopt a stable stance and maintain control of the tool.
5. Start the tool away from unintended contact with the workpiece or other persons.

6. Operate smoothly without forcing the tool.
7. Keep hands, clothing and hoses clear of moving components.
8. Shut off the air supply and release stored pressure before changing accessories, clearing jams or disconnecting the tool.
9. Disconnect and store the tool when work is complete.

6. PROHIBITED PRACTICES

Workers must not:

- Exceed the tool's rated pressure.
- Carry or drag a tool by its air hose.
- Use damaged hoses, makeshift fittings or insecure couplings.
- Point or direct an air-powered tool at another person.
- Bypass triggers, guards or safety devices.
- Change accessories or clear jams while the tool remains pressurised.
- Use compressed air to clean clothing or skin.

7. HOSES AND COUPLINGS

Uncontrolled hose movement can cause serious injury if a hose or coupling fails.

- Use compatible, rated fittings.
- Ensure couplings are fully engaged before pressurising.
- Depressurise before separating connections.
- Use hose restraints where required by the equipment or risk.

8. ACCESSORIES AND MOVING PARTS

Accessories must match the tool speed, size and intended application.

- Inspect accessories before use.
- Remove cracked, worn or damaged accessories from service.
- Keep body parts clear of rotating, reciprocating or impact components.

9. FAULTS, DAMAGE AND ABNORMAL OPERATION

Stop immediately for abnormal vibration, loss of control, damaged trigger, air leak, hose damage, unusual noise or accessory failure.

Shut off the air supply, release pressure and tag defective equipment out of service.

10. SHUTDOWN AND HOUSEKEEPING

- Shut off the air supply.
- Release residual pressure from the tool and hose.
- Disconnect the tool safely.
- Inspect for damage.
- Store the tool, accessories and hose in their designated locations.
- Leave walkways free of hoses and fittings.

11. EMERGENCY AND INCIDENT RESPONSE

1. Stop the equipment or activity immediately.
2. Isolate energy sources where safe to do so.
3. Provide or obtain first aid as required.
4. Notify the Foreman, Leading Hand or other authorised Illusions Australia representative.
5. Call emergency services where required.
6. Do not recommence until the incident, defect or unsafe condition has been addressed.

12. STOP WORK REQUIREMENT

Work must stop where:

- A hose, coupling, trigger, guard or safety device is defective.
- The correct accessory is unavailable.
- Air pressure cannot be adequately controlled.
- The workpiece cannot be secured or the tool cannot be controlled safely.
- Any person enters the hazardous operating area.

No production requirement or deadline takes priority over safe air powered tools - pneumatic tools work.

DOCUMENT CONTROL

Document	SWP 002 – Air Powered Tools - Pneumatic Tools
Document Type	Safe Work Procedure
Prepared By	Aidan McDonnell
Approved By	Managing Director
Status	Controlled Document