

**Safe System of Work**  
**OPERATING AND SAFETY INSTRUCTIONS FOR WELDING MACHINES**

Name: ..... Training Date:.....

	Instruction	Understood ✓ or X
1	Check if they have a pacemaker	
2	Explain why NOT to touch the bar while welding	
3	Explain where the emergency stop buttons are	
4	Avoid wearing jewellery (especially rings) or metallic items	
5	Explain where to stand when using track welder	
6	Explain why it's important to have the correct program for the bar being used	
7	Explain the importance of putting the safety on after each weld (Rayone machines only)	
8	Explain why its important to keep material, welding area and machines clean	
9	Refer to maintenance log for monthly checks	
10	Isolate machine if doing any maintenance/cleaning filters	
11	Do not operate unless fully trained or supervised	
12	Explain why its important to always have material under the whole length of the bar when welding	

I have received the above training and fully understand every point that was explained to me. I confirm that I will wear the required PPE equipment when using the above machinery and take all steps to ensure my own safety. I will ask for further training if I need to and will immediately inform the Supervisor or Manager if there are any issues with the machinery.

Name: .....

Signed: ..... Date:.....

I confirm that I have trained the aforementioned person and that they fully understand how to use the above machinery, have received the required PPE equipment and know to inform me immediately of any issues with the machinery or if they require further training. I authorise this person to use the machinery detailed above.

Name: .....(Authorised Trainer)

Signed ..... Date: .....