

Safe System of Work

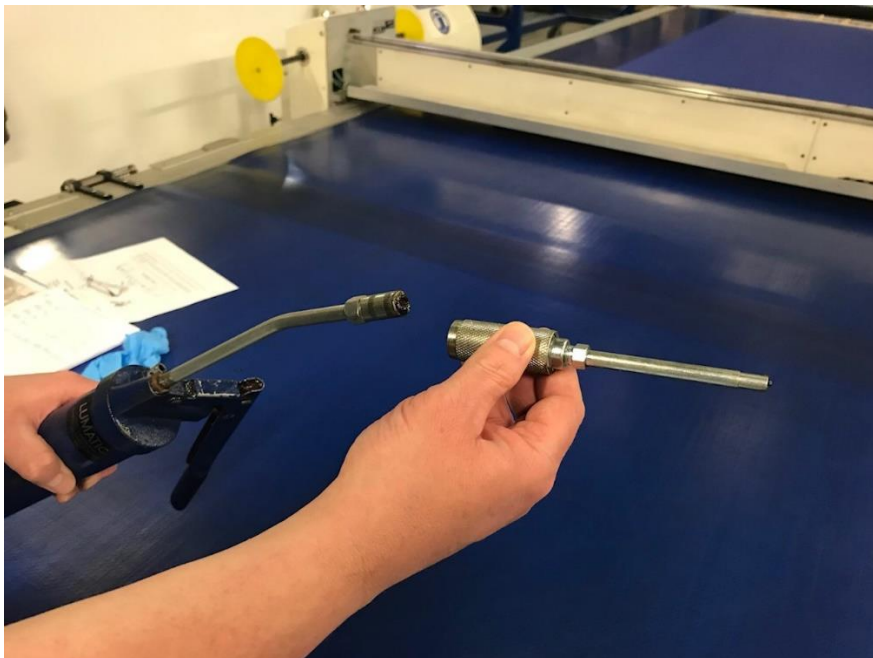
Operating and Safety Instructions for Cutter Plotter Maintenance Check

Before doing any maintenance please make sure the machine is switched off, the isolator switch must be in the off position with padlock locked in place.



Please make sure the area around the cutter is clean and tidy of any potential hazards i.e. scrap material.

1, Use the lubricating gun from Engineering, fit the nozzle on to the end as shown.



Safe System of Work

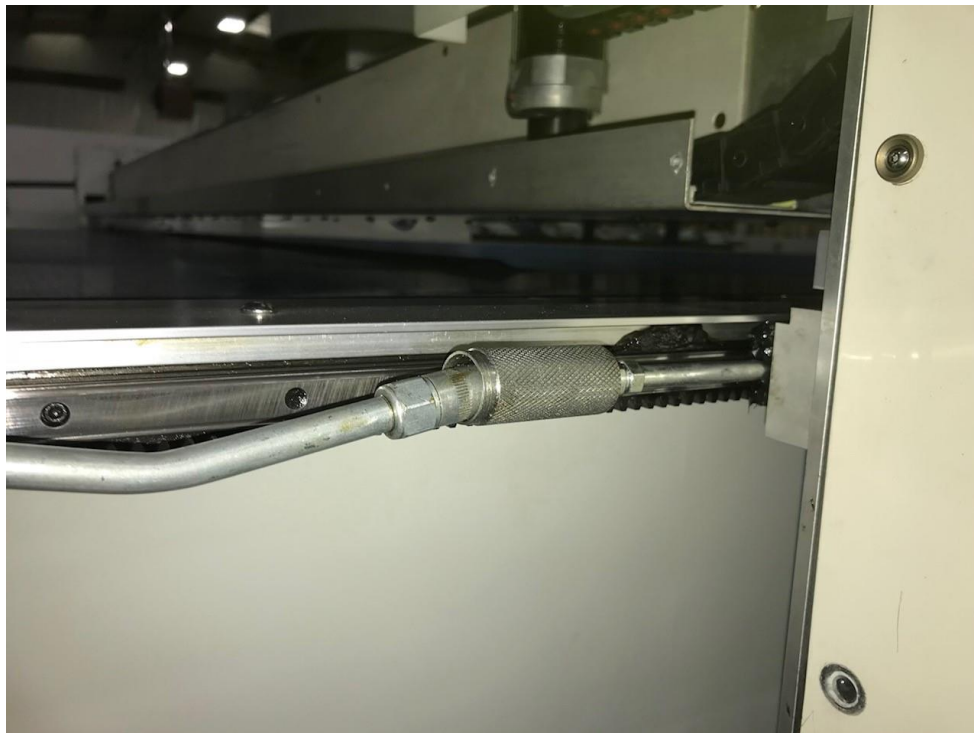
Operating and Safety Instructions for Cutter Plotter Maintenance Check

2, Lubricate the rail table bearings as shown below... Please avoid excess lubricant.



Please clean up any spillages to avoid slip hazards.

3, Lubricate them by placing the nozzle as shown below

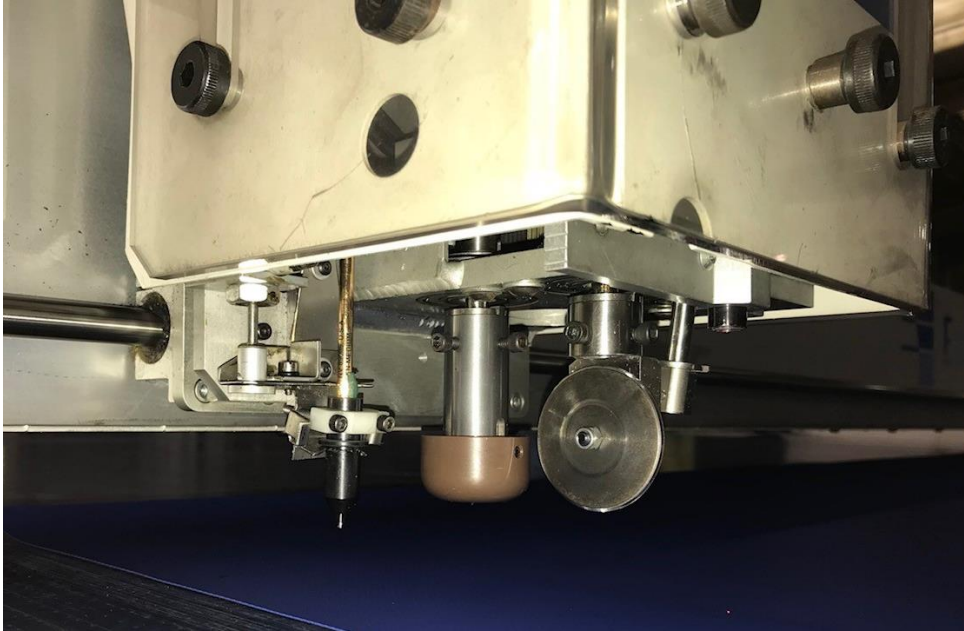


Safe System of Work

Operating and Safety Instructions for Cutter Plotter Maintenance Check

4, Check the tool heads, pens and blade heads for any problems i.e. loose connections, dirt, etc, clean or replace if needed.

If any greasing, cleaning, or work needs doing after visually checking then please remove any blades to avoid cuts.



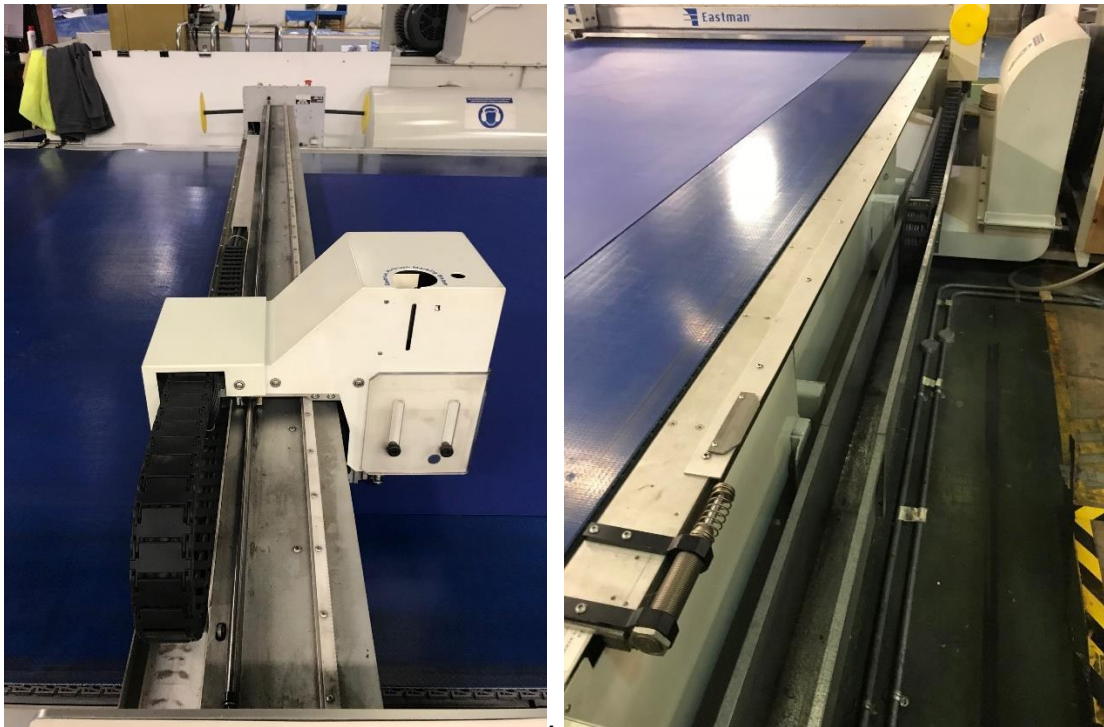
5, Check drive belt bearings and lubricate if needed.



Safe System of Work

Operating and Safety Instructions for Cutter Plotter Maintenance Check

6, Check gantries for any debris or visible problems that will stop the tracks from moving.



7, Lubricate nipple on the motor as shown below.



Safe System of Work

Operating and Safety Instructions for Cutter Plotter Maintenance Check

8, Lubricate nipples as shown of fan belt casing.



9, Visually check belts for any problems.

DO NOT put your fingers or any equipment into the holes for safety.



Safe System of Work

Operating and Safety Instructions for Cutter Plotter Maintenance Check

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: