

Safe System of Work
OPERATING AND SAFETY INSTRUCTIONS FOR SLITTER

Name: Training Date:.....

	Instruction	Understood ✓ or X
1	Explain where red emergency stop button is	
2	Explain how control panel and peddle work	
3	Point out moving parts (bars and counter)	
4	Point out pinch points especially when loading	
5	Explain position of blades when cutting and when not cutting	
6	Explain why not to wear loose clothing	
7	Explain how to change a blade	
8	Do not operate unless fully trained or being supervised	
9	Explain how to switch off and isolate machine	
10	Isolate machine if doing any maintenance	
11	Explain why it is important to keep area clean	

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: