

Safe System of Work
OPERATING AND SAFETY INSTRUCTION FOR POWDER FILLER

Name: Training Date:.....

	Instruction	Understood ✓ or X
1	Shown how to set machine up, programme and calibration	
2	Explained secure footing when opening valve, if using a step ladder ensure second person foots the ladder	
3	Shown how to stretch wrap bottom hopper to feed pipe to prevent excess dust	
4	Shown the stop cycle	
5	Explained in case of malfunction, wind can/ jar up and remover air supply and isolate power	
6	Shown airline feed	
7	Shown power isolator	
8	Told how to set up dust extraction / vacuum	
9	Told importance of wearing PPE, eye protection, dust mask, gloves etc	
10	Told how to move the machine and clean down procedure	
11	Ran through spill procedure	

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: