

# EHS Guidance Notes



## GN # 13 – Circular Saw

Environment, Health and Safety  
Ports, Customs & Free Zone Corporation

		
<p style="text-align: center;"><b>DETAILS OF MACHINE</b></p> <ul style="list-style-type: none"> <li>▪ Machine shall be positioned such that there is no obstruction to operator &amp; others.</li> <li>▪ Always keep the machine switched off when not in use.</li> <li>▪ Emergency stop control must be provided on the machine &amp; should be easily accessible.</li> <li>▪ Keep the space around the machine clean &amp; free from any obstructions.</li> <li>▪ It will be ideal if saw dust extraction system is provided if used inside a building.</li> </ul>	<p style="text-align: center;"><b>GUARDING</b></p> <ul style="list-style-type: none"> <li>▪ Ensure that the crown guard is fixed to the machine.</li> <li>▪ Guard the fly wheel &amp; belt located below the machine. (where appropriate).</li> <li>▪ Guard must be of adequate strength &amp; of good construction.</li> <li>▪ Guard should not create any danger to the operator while using.</li> <li>▪ Guard must not be bypassed or removed.</li> <li>▪ Disciplinary procedure in place to deal with any safety violation.</li> </ul>	<p style="text-align: center;"><b>RIVING KNIFE &amp; PUSH STICK</b></p> <ul style="list-style-type: none"> <li>▪ Ensure that Riving knife is fitted &amp; is in place while machine is being operated.</li> <li>▪ Maintain appropriate distance between the circular blade &amp; riving knife as prescribed in the manufacturers operating manual.</li> <li>▪ Make use of Push stick when there is a danger of hand coming in to contact with the revolving blade (danger zone).</li> <li>▪ Ensure adequate lighting arrangements have been made.</li> </ul>
		
<p style="text-align: center;"><b>TRAINING &amp; AUTHORISATION</b></p> <ul style="list-style-type: none"> <li>▪ Display names of the operators authorized to use the machine.</li> <li>▪ Do not try to stop the rotating blade by hand.</li> <li>▪ Cutting work should be carried out under the supervision of a trained &amp; experienced person.</li> <li>▪ All circular saw operators must be trained &amp; competent and authorized to use the machine.</li> </ul>	<p style="text-align: center;"><b>SAFETY NOTICES / PPE</b></p> <ul style="list-style-type: none"> <li>▪ Display safety notices in the language easily understood by the operators.</li> <li>▪ It is the responsibility of the contractor to provide appropriate PPE like face shield, safety goggles &amp; respiratory protection.</li> <li>▪ Area supervisors will ensure that the operator uses the issued PPE.</li> <li>▪ Regular monitoring of airborne particles must be carried out &amp; if hardwoods are machined a full assessment must be undertaken.</li> </ul>	<p style="text-align: center;"><b>USE &amp; MAINTENANCE</b></p> <ul style="list-style-type: none"> <li>▪ Do not apply excessive pressure on the blades.</li> <li>▪ Circular saws are for straight edge cutting never try to cut in curves.</li> <li>▪ Maintain machine in good working condition.</li> <li>▪ No adjustments shall be made while the machine is in motion.</li> <li>▪ Ensure that the guard is replaced back immediately after the maintenance work is completed.</li> <li>▪ Blades with broken teeth should be replaced immediately.</li> </ul>