

15 Inch Jet Drill Press

METHOD OF OPERATION

*A rotating drill bit is lowered into various types of stock to make square holes of various sizes.

MACHINE HAZARDS

*Cuts, abrasions or lacerations by drill bit

-Controls: proper hand placement

*Nip points by speed selector pulleys

-Controls: fixed guard, do not try to adjust pulley speed without Shop Manager or Hourly Technician

*Struck by work piece

-Controls: work piece clamp, proper hand placement, proper body placement

*Flying debris

-Controls: safety glasses

PPE/Safety Measures

*Safety Glasses	*All Jewellery removed
*Hearing Protection	*No loose fitting clothing
*Closed Toed Shoes	*Long Hair tied back and away from face
	*NO gloves

Guards and Devices

*Speed pulley selector guard

-Fixed

-Shall not be opened unless machine is off

Operational Notes

*Bits are secured by the CHUCK. The SPINDLE rotates the CHUCK. The QUILL is lowered via the operator controlling the quill handle. This lowers the bit to drill through the work piece.

*Speed selection

-Soft materials and smaller bits require faster speeds

-Hard Materials and bigger bits require slower speeds

-The speed needs to be adjusted manually. Please contact the shop supervisor if you think you might need to adjust the speed. The speed should never be adjusted without first unplugging the machine.

*Work table

-Work tables can be raised, lowered, rotated and tilted

-Ensure work tables are secured in place and will not move during operation

-Ensure to never drill through the work table. ALWAYS use a sacrificial piece under the piece you are drilling, to protect the work table. Make sure bits, going through a material, enter your sacrificial piece, not the work table.

***Clamps**

-When you are drilling through a work piece, your piece should be properly secured to the table. If your stock is not appropriately secured, the drill bit can catch it and send it spinning, presenting a hazard to the user.

-Be sure to clamp in a safe place. Do not put hands or body in pinch point or danger zone if clamp/vice were to rotate. Ensure there are no other users around operator when working on drill press.

-Use clamps that allow hands-off the work piece during drilling

Sequence of Operation

1. Ensure no slip/trip hazards are present in workspaces and walkways. Ensure there are no other individuals around the user while working with long stock.
2. Locate and ensure you are familiar with the operation of the ON/OFF switch and E-Stop (if equipped).
3. Check that the drill chuck guard is in position
4. Ensure that the table and work area are clear of all tools and debris.
5. Select drill bit (for holes larger than ½ inch, you may want to predrill with smaller/intermediate size drill bits, and work your way up to the final diameter)
6. Place drill bit into chuck and tighten using the chuck key
7. Ensure the chuck key (if used) has been REMOVED from the drill chuck and replaced in its holder
8. Adjust work table to appropriate height and orientation. Your stock should be positioned about ½ inch below the drill bit.
9. Follow correct clamping procedures to ensure work is secure.
10. Turn drill press ON
11. Lower the quill using steady, consistent pressure, and drill your hole to the required depth.
12. Raise quill so that the drill bit is clear of the piece. Turn drill press OFF
13. Clean or vacuum any dust or shaving, AFTER the machine has come to a full stop.

Never

- *NEVER use faulty equipment. Immediately report suspect equipment.
- *NEVER drill into an unsecured piece
- *NEVER drill into the work table
- *NEVER Leave the machine running unattended

Maintenance Notes/Service by Operator

- *Lubrication
- *Speed selection
- *Contact Shop Supervisor/qualified person for:
 - Any additional help or guidance