



Manual

SAFE OPERATING PROCEDURE

Overlocker



Technical Ticket

Do not use this equipment unless a Technical Officer has instructed you in its safe use and operation and has given you permission.



FALLING HAZARDS - Enclosed footwear with substantial uppers must be worn



Catching Hazards- Close fitting or protective clothing should be worn. Long hair should be tied back. Remove Dangling Jewellery

DO NOT use faulty equipment – report faults immediately via a Technical Ticket.

PRE-OPERATIONAL SAFETY CHECKS

1. Ensure you have a suitable safe work area with no slip or trip hazards between the machine and layout table
2. Examine the machine, the needles and power lead for any obvious signs of damage.
3. Ensure that all four threads are free to feed into the machine and are not caught on anything.
4. Before turning the machine on familiarise yourself with the foot lifting peddle and the sewing peddle.
5. Locate and ensure you are familiar with the operation of the on/off slide switch.
6. DO NOT CHANGE ANY OF THE PRESET TENSIONS ON THE MACHINE.

OPERATIONAL SAFETY

1. Turn power "ON" at the wall and then "ON" at the machine.
2. Lift the machine foot using your right foot on the right peddle.
3. Place your fabric under the machine foot and slowly release the peddle so fabric is held in the machine.
4. Move your right foot to the left/sewing peddle and gently press down to begin overlocking.
5. Guide to fabric so the edge is cut off the fabric as it passes under the sewing foot.
6. DO NOT race the machine at high speed. Sew at gentle steady speed.
7. Keep hands well away from the cutting area.
8. Do not push or force the fabric into the machine. Do not attempt to overlock heavy thick fabric.
9. Do not allow pins to be anywhere near the needles or cutter of the machine.
10. At the end of overlocking edge continue to sew off the fabric and cut threads with 10cm of thread left at machine end.

PACKDOWN PROCEDURE

1. Turn the power "OFF" at the machine and then "OFF" at the power board.
2. Clean up any waste materials and place in correct bins.
3. Place dust cover over the machine without getting caught up in the threads.
4. Leave the work area clean and tidy.

POTENTIAL HAZARDS



Electricity



Cuts, Puncture wounds

FORBIDDEN - DO NOT operate this equipment under the influence of alcohol or drugs.

This SOP (STANDARD OPERATING PROCEDURE) does not necessarily cover all hazards associated with the machine / tool and should be used in conjunction with other references.

It is designed to be used as an adjunct to teach Safety Procedures and to act as a reminder to users prior to the machine / tool use.

Date of last review: 13 Oct 2022

Signature: 

Relevant: Legislation/Guidelines/Standards

WHS Act 2011, WHS Regulations 2011.

<https://www.safework.nsw.gov.au/>