



Manual

SAFE OPERATING PROCEDURE Pfaff Industrial Sewing Machine



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, needle and power lead for any obvious signs of damage.
3. Ensure that the thread is free to feed into the machine from the spool and not get caught on anything.
4. Before turning the machine "ON" familiarise yourself with the foot lifting peddle and the sewing peddle. Use your same foot to swap between the two peddles. Generally, your right foot as in driving a car.
5. Locate and ensure you are familiar with the operation of the on/off switch.
6. DO NOT CHANGE THE POSITION OF ANY TENSION DIALS

OPERATIONAL SAFETY

1. Turn power "ON" at the power board and then on at the machine.
2. Lift the machine presser foot using your right foot on the right floor peddle
3. Place your fabric under the presser foot and slowly release the peddle on the floor so the fabric is held in the machine
4. Move your right foot to the left/sewing peddle and gently press down to begin sewing.
5. DO NOT race the machine at high speed. Sew at gentle steady speed and stay in control of the fabric feeding in.
6. Keep hands well clear of the moving parts such as needle and presser foot.
7. Remove any pins from the fabric before they are near the needle and presser foot.
8. Do not sew off the edge of your fabric. At the end of fabric, raise the needle to its highest position then also raise the presser foot to release the fabric. Pull fabric out to the left side and cut threads leaving 10cm attached to machine.

PACKDOWN PROCEDURE

1. Turn the power off at 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.
4. Leave the work area clean and tidy.

POTENTIAL HAZARDS



Electricity



Puncture Wounds



Pinch Points

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/>