

DO NOT use the extractor unless a lecturer/instructor has instructed you in its safe use and operation and has given permission.

Personal Protective Equipment (PPE)

- Safety glasses must be worn at all times in work areas.
- Appropriate footwear with substantial uppers must be worn.
- Long and loose hair must be contained or restrained.
- Close fitting, protective clothing or workshop apron is encouraged.
- Respiratory protection (P2/P3) must be worn when handling filters or dust.
- Hearing protection may be required in noisy workshop environments.

Pre-Operational Safety Checks

1. Familiarise yourself with instruction manual and maintenance schedule
2. Ensure unit is positioned on a stable, level surface.
3. Check that power supply cable and plug are intact and connected.
4. For auto-clean models, check compressed air supply is connected and set to 3–4 bar.
5. Inspect extraction arms, hoods, hoses for cracks, leaks, or loose fittings.
6. Check that dust trays/bins are fitted and secure.
7. Ensure workspace is free of obstructions, slips, or trip hazards.
8. Familiarise yourself with the ON/OFF controls and/or emergency stop.
9. Do not use unit if warning lights/alarms are active. Report immediately.

Operational Safety Checks

1. Do not block or restrict airflow at the suction point (hood, nozzle, table inlet, etc)
2. Only use the unit for extraction of welding fume and light particulate matter.
3. Monitor airflow indicator and/or alarms during operation.
4. Keep hoses and power cords away from walkways.
5. Stop operation immediately if abnormal noise, odour, or malfunction occurs.
6. Use safe working posture and avoid placing body parts near moving arms/hoods.

Housekeeping

1. Switch off the unit when not in use.
2. Empty dust trays/bins when required (refer to maintenance schedule).
3. Wipe external surfaces with a clean cloth after use.
4. Leave the unit in a safe, clean, and tidy state.

Potential Hazards

- Electrical hazards from damaged cords or plugs.
- Exposure to hazardous welding fume if filter is damaged or tray/bin overfilled.
- Pinch points at suction arms and hoods.
- Compressed air hazards (auto-clean models).
- Noise from extractor operation.
- Manual handling risks when moving or lifting the unit.

Date of last review: ____/____/____ Signature: _____