For guidance on managing construction health risks go to
www.hse.gov.uk/construction

Redistributed under licence from HAE by P S M Plant & Tool Hire Centres Ltd. Licence expires on 31/12/2024

0415 **Safety Guidance**

110/230V v:122016

Shears

The rules and procedures in force where people are at work may require the person responsible for this equipment to carry out a specific risk assessment.

It is important to read this entire leaflet BEFORE using the Shears

1. Electricity can be hazardous and must always be used with great care.
2. These shears are designed for freehand cutting of sheets of steel, aluminum and similar materials.
3. The action of these shears can cause injury or damage if the machine is not used in a careful and controlled way.
4. If operators have not used the shears before they should familiarize themselves with the machine on some straightforward work before starting on the main task.
5. The work should be thought out and planned ahead to make sure that it is always carried out safely.
6. The following items of personal protective equipment must be worn:

   Goggles

   Ear muffs or plugs

   Gloves

   Rcd if using a 230 volt (mains) supply.
7. This machine must not be used by minors, or by anyone under the influence of drugs or alcohol.
8. These shears are designed for operation by an able bodied adult. Anyone with either temporary or permanent disability must seek expert advice before using them.

Every effort has been made by HAE/EHA to ensure that the information given in this document and supporting material is accurate and not misleading. HAE/EHA cannot accept responsibility for any loss or liability perceived to have arisen from the use of any such document/material. Only Acts of Parliament and Statutory Instruments have the force of law and only the courts can authoritatively interpret the law.

Using the Shears

1. Wear the protective equipment including ear-defenders, goggles and gloves.
2. Before switching on, check that the blades are fitted correctly. Be sure to remove any spanners or tools used for adjustment.
3. The workpiece should be clamped securely or held in a vice.
4. The shears must be running at full speed before starting to cut.
5. When working, two hands should always be used to grip and guide the shears.
6. Use cutting oil when cutting metal to lubricate and maintain the blades.
7. Do not block air vents on the shears with hands. This will cause the machine to overheat
8. Watch out for signs that vibration may be affecting the hands. If fingers start to tingle or feel numb, take a short break from using the machine. Fingers should be exercised to encourage blood circulation.
9. To help prevent vibration affecting the hands, operate the machine for shorter periods. Hands should be kept warm - wearing gloves may help to do this.
10. Keep the cable clear of the shears and any sharp edges on the work.
11. If operators suspect that the cable may be cut or damaged in any way, the machine should be switched off and unplugged at the mains before inspecting it. If the cable attached to the shears is damaged, operators should stop using the machine. Contact the hire company. If an extension cable has been damaged it should not be used again.
12. Take care not to accidentally pull the plug from the socket.
13. Switch off and remove the plug from the socket before leaving the shears unattended.
14. If the equipment does not work properly do not attempt to repair it. Contact the hire company.

Please keep this leaflet safely as it may be required for future reference

v:122016

HAE HIRE ASSOCIATION EUROPE

Hire Association Europe
2450 Regents Court
The Crescent
Birmingham Business Park
Solihull B37 7YE

Telephone: 44 (0) 121 380 4600
Fax: 44 (0) 121 333 4109
Email: mail@hae.org.uk
website: www.hae.org.uk

Before Starting Work...

WORK AREA

1. Do not use these shears where there is a danger of explosion. They will ignite fumes from petrol, or gas cylinders.
2. Make sure that the area is clear and safe and that no-one is nearby who could cause a distraction.
3. Protect other people from the noise and danger. Warn others to keep away.
4. These shears must not be used in the rain or where they might get wet.

OPERATORS

1. The following items of personal protective equipment (ppe) are the minimum that should be worn when using this machine. Particular jobs or environments may require a higher level of protection.
2. Goggles must be worn when working with this machine.
3. This equipment is likely to cause noise levels up to 89 dB (A) – appropriate ear muffs or plugs must be worn giving protection up to this level.
4. Gloves should be worn to give protection against sharp metal edges.
5. Anyone working nearby will also need to wear appropriate personal protective equipment.

SHEARS

1. Check the machine, cables and plugs. If anything is found to be damaged, the shears must not be used – contact the hire company. Check that the plug on the machine matches the supply. Connections should not be forced or improvised.
2. 3. Machines with a cylindrical yellow industrial plug fitted are designed to run off a special 110v supply. The hire company will have provided a portable transformer if the machine needs to be powered from a normal mains 230v supply. If one has been supplied care must be taken when moving it as it may be heavy and could cause injury.
4. When working, two hands should always be used to grip the shears.
5. Check on how the on/off switch operates – before switching the machine on operators must know how to stop it.

BLADES

1. Switch the shears off, and unplug them before making any adjustments.
2. The shears use replaceable blades to cut materials. Make sure that they are not badly worn and that they are adjusted correctly.
3. Using a cutting oil when cutting metal will prolong the life of the blades. It will also make the job easier.
4. Only use the correct blades as recommended by the hire company for the material being cut.
5. Remove any spanners or tools used for adjustment before switching on.

ELECTRICAL SAFETY

The machine will only operate on one voltage; it will be 110v or 230v.

110v machines will have a yellow industrial plug fitted.

230v machines will have either a normal square pin plug fitted, or a blue industrial plug. Read the instructions below for the machine.

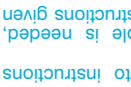
110 VOLT MACHINES (YELLOW PLUG)

1. If using a portable transformer, plug the transformer directly into the 230v socket. Do not use any 230v extension cables.
2. If an extension cable is needed, follow any special instructions given by the hire company. If the hire company have not given any special instructions only a suitably rated heavy duty 110v extension cable no longer than 50 meters (160 feet) should be used. The cable must only be used between the transformer and the machine.
3. The extension cable should be laid out carefully avoiding liquids, sharp edges, doorways or windows where it might be trapped, and places where vehicles might run over it. It should be fully unrolled or it will overheat and could catch fire.
4. Make sure that all extension cable connections are dry and safe.

230 VOLT MACHINES (SQUARE PIN OR BLUE PLUG)

1. Use a residual current device ("rcd") plugged directly into the 230v socket into the rcd. This will help to protect against electric shock if the cable or machine get damaged.

2. Use the "TEST" button to check that the rcd is working each time it is used. Reset the rcd according to instructions supplied with it.
3. If an extension cable is needed, follow any special instructions given by the hire company. If the hire company have not given any special instructions only a suitably rated heavy duty cable, no longer than 50 meters (160 feet) should be used. The extension cable should be plugged directly into the rcd.



4. The cable should be laid out carefully, avoiding liquids, sharp edges, doorways or windows where it might be trapped, and places where vehicles might run over it. It should be fully unrolled or it will overheat and could catch fire.
5. Make sure that extension cable connections are dry and safe.

Any unauthorised reproduction – manually or electronically – is STRICTLY prohibited
©Copyright Hire Association Europe April 2011

HAE HIRE ASSOCIATION EUROPE

Hire Association Europe
2450 Regents Court
The Crescent
Birmingham Business Park
Solihull B37 7YE

Telephone: 44 (0) 121 380 4600
Fax: 44 (0) 121 333 4109
Email: mail@hae.org.uk
website: www.hae.org.uk

Useful Reference Points • www.hae.org.uk/businessguard