

South Bend Lathe Standard Operating Procedure (SOP)

Do not use the machine if there is a part inside! Ask the PIT crew about the machine status.

Starting the lathe:

1. Wear correct **PPE**: Safety glasses and hearing protection (i.e., ear muffs or ear plugs)
2. Confirm that the chuck clamping is set tight, check that jaws do not extend from the chuck, perform a visual inspection of the machine, and make sure all components are set tight.
3. Report any damages or loose parts to the PIT crew immediately. Do **not** start the machine if there are damages or loose parts
4. Set up your work piece and tools, rotate chuck by hand and demo your operations to check for collisions, change your setup if needed.
5. Start the machine.

Working with the lathe:

1. Always double check your set-up.
2. **Never** leave the chuck key in the chuck.
3. If you need to pause your job, hit the e-stop.
4. When resuming your job, check your set-up again.

Shutting down the lathe:

1. Hit the e-stop.
2. Clean the tools and put them away, clean shavings from the lathe post, slides and bed and wipe off oil and coolant.
3. Put larger amounts of shavings in the proper shavings bucket.
4. Remove your work piece. Put residual materials in the material storage cart.
5. Clean and organize the tool cart
6. Sweep the lathe area shop floor.
7. Let the PIT crew know when you are done.