



UNIVERSITY OF WEST FLORIDA
Facilities Management

Pensacola, FL 32514-5750
October 20, 2004
Reviewed: June 30, 2020

STANDARD OPERATING PROCEDURE # FAC 5.012

Subject: 4' Sheet Metal Break

Purpose and Scope: To familiarize Facilities Maintenance on proper procedures and safety factors involved in operating the sheet metal break.

Procedure: When performing work with the sheet metal break, the following steps shall be followed by the tradesman assigned to the task:

Before operating metal break, ensure adequate clearance around break area. Advise other persons in the vicinity to allow for ample and safe clearance. There are two bars on each end of the metal break, one with a weight on it. Be aware of your surroundings when using the tool. Always leave all sleeves in place and tightened by the provided allen wrench after use. Always place both left and right clamp handles to the down position when not in use. Be aware that if one clamp handle is down and the other handle is up, **use extreme caution** as serious injury can occur. Clean up the area after use.

Developed by: Facilities Maintenance

Approved by:

A handwritten signature in blue ink that reads "Anthony Fisher".

Anthony Fisher
Superintendent
Facilities Maintenance

A handwritten signature in blue ink that reads "Melinda S. Bowers".

Dr. Melinda S. Bowers
Associate Vice President
Administration/Facilities Management