

Sharps Policy

Cutting Equipment for Cutting Operatives:

Hand Scissors

Scissors are to be kept on the work board in the cutting room and checked by a supervisor that they are in place at the end of each day. Care throughout the working day to prevent injury is essential and part of the induction training.

Scissors should be held by the closed blades when walking around and never out in the pocket or carry with the blades facing out.

Cutting should always be carried out away from the body.

Equipment is to be checked frequently throughout the day and ensure that they remain sharp.

Damaged equipment should be reported to the supervisor.

Sharps Equipment for Machinists:

- Snips
- Quick Unpick
- Tweezers
- Pick-up tool
- Scissors
- Crochet Hooks

Sharps tools are to be kept on the magnetic plate on each sewing machine. Each machinist is issued with a "set" upon induction and must report any items that go missing to the supervisor. Machinists are to check that they have everything in their box at the end of each day.

Example:



Action to be taken if sharps equipment breaks

If sharps break, the operator must locate all parts of the broken equipment and return to the supervisor.

Any broken parts will need to be found immediately. The product must have a visual inspection or use the metal detector to find broken parts.

If broken pieces cannot be found, product within a 2 meter radius needs to be inspected with the metal detector to ensure this product is clear.