



Three Rules:

1. Discharge all static
2. Isolate all sources of ignition
3. Everyone to wear respiratory equipment - The Paint Shop is an area designated as a “Respiratory Protection Area”.

	Activities	Procedures	Hazards/Risks	Controls
1	Set up work platforms	Use overhead crane to install work platforms that will hold work to be painted		Refer to SOP No. 02
2	Franna delivers work to be painted	Set down work pieces		Refer to SOP No. 15
3	Check and clean the work pieces to be painted	Use compressed air to clean work pieces	Chemicals used in the Paint Shop are all generally flammable. Compressed air can be injurious to health and generate dusts	Ensure that all sources of ignition are at least 6m away from the paint shop and paint storage containers. No smoking is permitted within this area. Never use compressed air to clean work clothes or body parts and do not point air gun in direction of others or where others may come into that area. Wear eye protection with side shields and respiratory protection.

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4	Sanding down	Sanding down work to be prepared for painting	Dusts injurious to respiratory system and eyes	Wear disposable overalls, eye protection with side shields and respiratory protection.
5	De-grease work pieces if necessary	Use <i>Paintgrip 253</i> or <i>MEK</i> applied by brush or cloth	Safety Data Sheet describes <i>Paintgrip or MEK</i> as flammable, an irritant, sensitiser, and potentially harmful to eyes, skin and the respiratory system	Ensure that all sources of ignition are at least 6m away from the paint shop and paint storage containers. No smoking is permitted within this area. Ensure that there is adequate ventilation and that wall exhaust system is operating. Wear eye protection, gloves, respirator and long sleeves and pants. Dispose of rags in a safe manner away from sources of ignition.
6	Position work pieces on work platforms	Use overhead crane to position work pieces onto benches		Refer to SOP No. 02
7	Source the paints to be used	Use forklift or manual handling to transfer paint tins to Paint Shop		Refer to SOP NO. 01
8	Prepare paints	Mix paints using compressed air powered mixer	Major spills causing slips	<p>Use drop sheet or take care not to spill and if spill occurs do not proceed until Supervisor instructs you to.</p> <p>Ensure that all sources of ignition are at least 6m away from the paint shop and paint storage containers. No smoking is permitted within this area. Refer to particular Safety Data Sheets and risk assessments covering paint product to be used. These are available in the office and can be freely viewed at any time.</p>

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			Paint and solvent being incorrectly mixed.	Ensure that the paint and solvent is mixed at the ratio specified by the manufacturer.
9	<p>Prepare spray equipment</p> <p>Changing or cleaning the tip or guard</p> <p>Inspect and connect hoses from paint tins to compressor</p> <p>Check the work area and work area conditions are safe and that there is grounding</p>	<p>Build-up of pressure</p> <p>Injection injury from hose damage</p> <p>Injury from air pressure</p> <p>Airless spray painting can produce static electricity causing ignition through sparks. Keep clear of sources of ignition which can cause explosion, fire</p> <p>Paint fumes affecting</p>	<p>Always remove spray tip before flushing or cleaning and use the lowest possible pressure to flush. If used recently, relieve pressure first by bleeding the valve then engage trigger lock.</p> <p>In the event of a fault, do not proceed until Supervisor instructs you to however Supervisor must document fault in Works Diary. Repair to be arranged and alternate safe-to-use equipment to be provided.</p> <p>Inspect the hoses and hose fittings and ensure that all hoses, fittings, and the filter parts are secure</p> <p>Ensure that all connections are secure.</p> <p>Choose protective eye wear with side shields and respirators</p> <p>Ensure that all objects and equipment including spray equipment, containers and the painter are all earthed to prevent static. Gun must be grounded through hose connections. Ensure that any plastics are removed from the area because they can create static.</p> <p>Note location of fire extinguisher.</p> <p>Ensure that all adjacent areas are clear of sources of ignition for at least 6m away from the paint shop and paint storage containers. No smoking is permitted within this area.</p> <p>Do not spray outdoors in windy conditions. Check ventilation system tag to ensure filters are not overdue for replacement and renew your face respirator filter</p>	

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			respiratory system	cartridge weekly or earlier
10	Set up paint machine	Transfer paint into paint machine and hoses	Major spills causing slips	Use drop sheet or take care not to spill and if spill occurs do not proceed until Supervisor instructs you to.
11	Access the work pieces to be painted	Use step-ladder to access work if work cannot be reached by standing	Falls	Ensure step ladder is on stable surface and that it is adequate enough to reach without over-reaching
12	When painting concrete mixer barrels, allowing access to all parts of the surface	Rotate the barrel	Various injuries caused by overexertion of the body	Use mechanical aids such as a bar to reduce the physical effort required. A second-hand barrel may have dried concrete in it, making it heavier and more difficult to keep in place. If this is the case, inform the supervisor so that they can have the barrel sent back to be cleaned.
13	Apply paint using sprayer	Use spray gun to apply paint in a safe manner and according to the manufacturer's guidelines	Injection injury or injury from compressed air Paint getting in your	Do not leave unit energised or under pressure while unattended. Engage trigger lock when not spraying. Always keep tip guard in place while spraying. Ensure trigger lock and trigger guard are in place. Use protective eye wear and respiratory protection. Ensure that all sources of ignition are at least 6m away from the paint shop and paint storage containers. No smoking is permitted within this area. Ensure that filters in wall exhaust ventilation system have been changed If paint gets in your eyes, immediately go to the nearest eye wash and shower

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			eyes or making contact with skin	station and flush them out. Inform a supervisor of the situation. Further assessment by a medical professional may be required. If a hazardous chemical makes contact with your skin, immediately go to the nearest eye wash and shower station and wash yourself down. Inform a supervisor of the situation. Further assessment by a medical professional may be required.
14	Return unused paint	Decant unused paint and/or return unused paint to DG Storage (Shipping Containers) /Dispose of empty tins	Major spills causing slips	Use drop sheet or take care not to spill and if spill occurs do not proceed until Supervisor instructs you to.
15	Shutting down and cleaning	Flush or Inject thinners through paint machine and hoses and soak spray gun in thinners	Injection injury	Engage trigger lock when not spraying. Remove spray tip before flushing or cleaning. Use lowest pressure setting. Refer to Step No. 8 above
16	Move painted work pieces to yard.	Use Franna and or overhead crane	Refer to SOP No. 02 and SOP 15	
17	Clean up	Ensure all rags or flammable materials are disposed of outside of paint shop and clear of sources of ignition.	Dispose of contaminated respiratory filter cartridges and overalls, and ensure you shower and clean yourself before going home.	



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- Personal Protective Equipment that must be used: air-fed respirator, eye protection, hearing protection, static discharge clothing and footwear (not synthetic), gloves, disposable overalls

This SOP has been developed in consultation with me and I agree to follow it and carry out tasks in a safe manner, reporting any problems to my immediate Supervisor.



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