

Drill Press



The drill press has a motor driven head that has a chuck that accepts bits or cutters. It also has an adjustable table on which the work is mounted. It is operated by pulling a rotary lever which lowers the drill bit into the material.

To avoid accidents, the following operational safety rules must be observed by everyone working on the GWG Drill Press. **Failure to be certified or to follow the safety rules will result in loss of shop privileges.**

Drill Press Safety Rules:

1. Wear proper apparel. Remove loose fitting clothing, jewelry and tie back long hair. Do not wear gloves.
2. Wear hearing and eye protection.
3. Remove chuck keys & wrenches before pressing the start switch. Replace chuck key in its holder on the left side of the drill press head.
4. Avoid accidental starting. Be sure the tool is turned off before being plugged in.
5. Small pieces should be supported by a jig, clamp or vice.
6. Keep hands away from cutting area. Remember the **3"** rule.
7. A two foot perimeter around the Drill Press should be kept clear of people and debris that impair traction or footing to avoid slips and falls.
8. Unplug the Drill Press before adjusting or doing maintenance or changing belts.
9. Use sacrificial backing board when boring through the wood.
10. Give the work your undivided attention.
11. Never leave a running tool unattended.
12. Do not force a tool or attachment to do a job for which it was not designed.
13. Drill into cylindrical stock using a "V" block.
14. Long stock should be drilled with the excess to the left of the operator. If stock rotates, it will hit the post & not the operator.

Operational Rules:

To remove chuck, place wood on table, lower chuck, insert drift key, tap lightly.

A depth adjustment stop is available on the side of the machine.

The table can be tilted and moved up and down.

To change spindle speeds, first note the location of the pulleys for the current setting. Then loosen two bar knobs, rotate the tension adjuster, change the belt location and re-tighten adjustments before starting the drill press.

After using the machine, be sure to reset pulleys to original setting.

When drilling deep holes, frequently raise the drill bit from the hole to remove cuttings and cool the bit.

Materials should be clamped down to avoid spinning when in contact with drill bit.

Check recommended drill speed on chart corresponding to the drill & material being drilled

Return all tools (drills, etc) to correct location when finished.

Notify supervisor of any damage to drill or damaged drill bits.

Clean up the work area around the drill press.