

# Standard Procedure for Injection Molding Machine Usage

## 1. Purpose

To ensure the safe and efficient operation of injection molding machines in accordance with best practices and company policies.

## 2. Scope

This procedure applies to all personnel operating injection molding machines in the facility.

## 3. Responsibility

- Operators: Follow procedures and report abnormalities.
- Supervisors: Ensure compliance and provide training.
- Maintenance Staff: Attend to machine repairs and preventive maintenance.

## 4. Procedure

- 1. Pre-Operation Check**
  - Wear appropriate personal protective equipment (PPE).
  - Inspect machine for visible damage or leaks.
  - Ensure work area is clean and free from obstruction.
  - Verify safety interlocks and emergency stop functions.
- 2. Machine Start-Up**
  - Switch on main power supply.
  - Set molding parameters as per the production requirement.
  - Preheat machine according to the material used.
  - Load material into hopper.
- 3. Operation**
  - Cycle the machine as per SOP.
  - Monitor parameters and machine performance regularly.
  - Record production data as required.
- 4. Shutdown**
  - Stop machine after last cycle.
  - Remove material from hopper.
  - Turn off heaters and main power.
  - Clean work area.
- 5. Emergency Procedures**
  - Press emergency stop if needed.
  - Report incident to supervisor immediately.

## 5. Documentation

Complete all related logbooks and production forms as required.

Document Name	Responsible	Frequency
Daily Machine Checklist	Operator	Daily
Production Log	Operator	Per shift
Maintenance Record	Maintenance	As required

## 6. Safety Precautions

- Do not bypass safety devices.
- Keep hands clear of moving parts.
- Report any hazards immediately.

7. Revision History

Date	Version	Description
2024-06-01	1.0	Initial release