

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