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| Einscan-pro 3D scanner Safe Operating Process |
| This Safe Operating Process (SOP) is to be used in conjunction with any legislation, operating manuals, Australian or International Standards or task relevant training. |
| **Description of the Work:** |
| Use of the Einscan-Pro 3D scanner to complete 3D scanning projects |
| **Personal Protective Equipment Required:** *remove any which are not relevant**None required* |
| **Potential Hazards** |
| * Water leaks and electricity. Do not use near any wet surfaces
 | * Some users may be affected by the flashing/strobe light produced when scanner is operational
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| * Pinching when setting up the tripod
 | * Trip hazard from cables
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| * Possible arm or hand string during hand held operation and calibration
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| **Pre-Operational Safety Checks:** |
| * Ensure you have completed the 3D scanner induction
* Consult with a makerspace technician to organise a space to work on your scanning project
* Ensure you have enough space to move if you are doing a hand held scan
* Ensure workspace is clean and dry
* Make sure you have a copy of the user manual at hand as you will need to refer to this.
* Connect scanner to PC as detailed in the user manual. Ask your MakerSpace technician for assistance if you are unsure
* Ensure that any cables are not a tripping hazard
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| **Operational Safety Checks:** |
| * The scanner may require calibration - check user manual for instruction
* Ensure you have enough space to move if you are doing a hand held scan
* Be aware of cables when scanning is hand held mode. When moving around the object you are scanning you may cables may become a hazard
* Check that strobe light is not impacting on any member of your project team or others in the the MakerSpace.
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| **Post-Operational Safety Checks:** |
| * Unplug and pack away 3D scanner
* Clear work area or any residue or debris
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| **Housekeeping:** |
| * Ensure all parts are stored correctly
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| **Maintenance & Cleaning** |
| Daily/ per usage* Ensure scanner and component parts are packed away neatly
* Wipe lense with lint free cloth (MS Technician)

Periodically * Check for software or firmware updates
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| **Assessed by:** |  |
|  |
| **Date of Assessment:** |  |