### **INSTRUCTION MANUAL**

PD-325 Pedestal Drill (240V) 16mm Drill Capacity





### **DRILL PRESS**

### INSTRUCTION MANUAL



**WARNING:** Read all safety warnings and all instructions. Failure to follow the warnings and instructions may result in electric shock, fire and/or serious injury. Save all warnings and instructions for future reference.











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### INTRODUCTION

Thank you for purchasing this drill press.

This machine has been designed for drilling large or small holes in metal, wood, plastic etc. Before attempting to use this product, please read this manual thoroughly and follow the instructions carefully. In doing so you will ensure the safety of yourself and that of others around you, and you can look forward to your purchase giving you long and satisfactory service.

### **IMPORTANT**

Please read all of the safety and operating instructions carefully before using this product. Please pay particular attention to all sections of these instructions that display warning symbols and notices.



WARNING: THIS SYMBOL IS USED THROUGHOUT THE INSTRUCTIONS WHENEVER THERE IS A RISK OF PERSONAL INJURY. ENSURE THAT THESE WARNINGS ARE READ AND UNDERSTOOD AT ALL TIMES.

### **GENERAL SAFETY RULES**



WARNING: WHEN USING ELECTRIC TOOLS, BASIC SAFETY PRECAUTIONS SHOULD ALWAYS BE FOLLOWED TO REDUCE THE RISK OF FIRE, ELECTRIC SHOCK AND PERSONNAL INJURY INCLUDING THE FOLLOWING. READ ALL THESE INSTRUCTIONS BEFORE ATTEMPTING TO OPERATE THIS PRODUCT AND SAVE THESE INSTRUCTIONS FOR FUTURE REFERENCE.

### GENERAL SAFETY IN THE WORKPLACE

- 1. ALWAYS ensure that air can circulate around the machine and that the air vents are unobstructed.
- 2. ALWAYS keep work area clean & tidy. Cluttered work areas and benches invite accidents.
- 3. NEVER over-reach. Keep proper footing and balance at all times.
- 4. NEVER store equipment in a wet/damp environment or expose to rain.
- 5. KEEP other persons away. Do not let persons, especially children, not involved in the work, touch the tool or extension cable and keep them away from the work area.
- 6. NEVER operate a machine when under the influence of alcohol, drugs or medication.

- 7. ALWAYS ensure the workplace is well lit. Ensure that lighting is placed so that you will not be working in your own shadow.
- 8. Do not use tools in the presence of flammable liquids or gasses.
- 9. Stay alert, watch what you are doing, use common sense and do not operate the tool when you are tired.

### CARE OF POWER TOOLS

- 1. Read this manual carefully.Learn the machine applications and limitations, as well as the specific potential hazards peculiar to it.
- 2. ALWAYS keep guards in place and in working order. A guard or other part that is damaged should be properly repaired or replaced by an authorized service centre, unless otherwise indicated in this instruction manual.
- 3. Remove any adjusting keys or wrenches before starting. Form the habit of checking to ensure that keys, wrenches and tools are removed from the machine.
- 4. Don't force the machine and use the correct tool. It will do the job better and safer, at the rate for which it was intended.
- 5. ALWAYS disconnect the machine from the power supply before carrying out any servicing or changing of accessories.
- 6. Before further use of the tool, it should be carefully checked to determine that it will operate properly and perform its intended function. Check for alignment of moving parts, binding of moving parts, breakage of parts, mounting or other condition that may affect its operation.
- 7. Have defective switches repaired by an authorized service centre. Do not use a tool if the switch does not turn it on and off.
- 8. ALWAYS check for any damage or any condition that could affect the operation of the machine. Damaged parts should be properly repaired.
- 9. NEVER remove the cover panel unless the machine is disconnected from the power supply, and never use the machine with cover panels removed.
- 10. Have your tool repaired by a qualified person. This tool complies with the relevant safety rules. Repairs should only be carried out by qualified persons using original spare parts, otherwise this may result in considerable danger to the user.
- 11. NEVER use this product for any other purpose than that described in this booklet.
- 12. NEVER abuse the power cable by yanking the cable to disconnect it from the socket. Keep the cable away from heat, oil or sharp edges.
- 13. Guard against electric shock. Avoid body contact with earthed or grounded surfaces.
- 14. If the tool should be used outdoors, use only extension cables intended for outdoor use and marked accordingly.
- 15. Avoid accidental starting by making sure the power switch is off before plugging in the power cable.

### ADDITIONAL SAFETY RULES FOR DRILL PRESSES



CAUTION: AS WITH ALL MACHINERY, THERE ARE CERTAIN HAZARDS INVOLVED WITH THEIR OPERATION AND USE. EXERCISING RESPECT AND CAUTION WILL CONSIDERABLY LESSEN THE RISK OF PERSONAL INJURY. HOWEVER, IF NORMAL SAFETY PRECAUTIONS ARE OVERLOOKED, OR IGNORED, PERSONAL INJURY TO THE OPERATOR, OR DAMAGE TO PROPERTY MAY RESULT.

- 1. IMPORTANT: You should not operate this machine unless you are thoroughly familiar with drilling machines and drilling techniques. If there is any doubt whatsoever you should consult a qualified person.
- 2. NEVER operate the machine until it is completely assembled and you have read and understood this entire manual.
- 3. ALWAYS use clamps or a drill vice bolted to the table, to hold the work. It should never be held with bare hands.
- 4. ALWAYS shut off the power & remove drill bit before leaving the machine.
- 5. ALWAYS make all adjustments with the power off.
- 6. ALWAYS use the correct drilling speeds for the drill size and the type of material being drilled.
- 7. NEVER leave the drill unattended whilst it is running. Turn the machine OFF and do not leave until it has come to a complete stop.
- 8. ALWAYS remove and store the drill bits when you have finished work.
- 9. NEVER attempt to drill into a workpiece that does not have a flat surface unless a suitable support is used.
- 10. ALWAYS stop the drill before removing workpieces, work supports or swarf from the table.
- 11. Keep drills sharp and clean for best and safest performance. Follow instructions for changing accessories.
- 12. Adjust the table or depth stop to avoid drilling into the table surface.
- 13. ALWAYS be sure that the drill bit is securely locked in the chuck.
- 14. NEVER assemble or set up any work on the table while the drill is running.
- 15. ALWAYS ensure the table lock is tight before starting the drill.
- 16. Keep handles dry, clean and free from oil and grease.
- 17. ALWAYS keep hands and fingers away from the drill bit.



WARNING: DUST GENERATED FROM CERTAIN MATERIALS CAN BE HAZARDOUS TO YOUR HEALTH. ALWAYS OPERATE THE DRILL IN A WELL VENTILATED AREA. USE A DUST COLLECTION SYSTEM IF POSSIBLE.

WARNING: THE USE OF ANY ACCESSORY OR ATTACHMENT OTHER THAN ONE RECOMMENDED IN THIS INSTRUCTION MANUAL MAY PRESENT A RISK OF PERSONNAL INJURY.

### PROTECTIVE CLOTHING

- 1. Dress properly. Loose clothing or other jewellery may get caught in moving parts. Non-slip footwear is recommended. Wear protective hair covering to contain long hair..
- 2. ALWAYS wear safety glasses. (Everyday glasses are not safety glasses.)
- 3. Wear a face mask if drilling into any material which produces dust.

### **ELECTRICAL CONNECTIONS**



WARNING! Read these electrical safety instructions thoroughly before connecting the product to the mains supply.

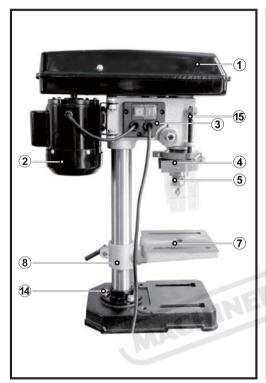
Before switching the product on, make sure that the voltage of your electricity supply is the same as that indicated on the rating plate. Connecting it to any other power source may cause damage.

This product may be fitted with a non-rewireable plug. If it is necessary to change the fuse in the plug, the fuse cover must be refitted. If the fuse cover becomes lost or damaged, the plug must not be used until a suitable replacement is obtained.

If the plug has to be changed because it is not suitable for your socket, or due to damage, it should be cut off and a replacement fitted, following the wiring instructions shown below. The old plug must be disposed of safely, as insertion into a mains socket could cause an electrical hazard.

### PRODUCT OVERVIEW

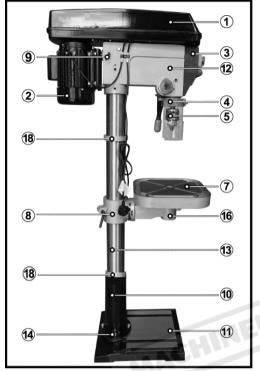
### BENCH DRILL

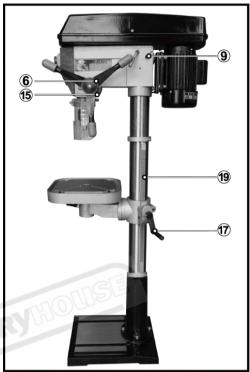




1	Pulley Cover	7	Table	13)	Column
2	Motor	8	Table Holder	14)	Bolts
3	Switch	9	Belt Tension Lock knob	15)	Depth Stop Lock Nuts
4	Chuck guard	10	Column Support		
(5)	Chuck	11)	Base		
6	Feed Handle	12	Main Housing		

### PEDESTAL DRILL





1	Pulley Cover	8	Table Holder	(15)	Depth Stop Lock Knob
2	Motor	9	Belt Tension Lock knob	16	Table Lock
3	Switch	10	Column Support	17)	Table Adjustment Handle
4	Chuck guard	(1)	Base	18)	Rack Collar
(5)	Chuck	12	Main Housing	19	Rack
6	Feed Handle	13)	Column		
7	Table	14)	Bolts		

### UNPACKING

The drill press is delivered with the components shown last page. Check the parts against the above list. Should there be any deficiencies or damage, you should contact your dealer immediately where the product was originally purchased. Do not discard the packaging until the machine is assembled. The packaging consists of cardboard and appropriately marked materials which can be sent to a re-cycling facility.

To protect the machine parts from moisture, a protective coating of light machine oil will have been applied to the outside surfaces. Remove any excess with a paper towel.

Take care when lifting the head assembly, considering its weight.

Before use, the machine must be mounted, and securely bolted, to a strong, heavy workbench, of sufficient height that you will be standing upright when working.

Ensure the work place is adequately lit, and that you will not be working in your own shadow.

### **ASSEMBLY**



WARNING!During assembly ensure the drill press is disconnected from the power supply.

Carefully remove contents from the packing box.

Select a firm, level surface on which to assemble the drill press.

### **BASE & COLUMN**

- 1. Select the base (Fig. 1) and align the column support over the large hole (Fig. 2).
- 2. Align the holes in the column support with those in the base and secure in place using the bolts and washers. Using a spanner securely tighten all bots (Fig. 3).
- 3. We recommend mounting the base to stable surface for proper support.
- 4. Slide the column into the column support(Fig.4).





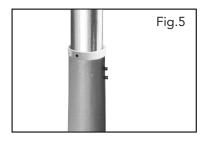


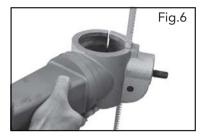


5. Secure in place with 2 grub screws using the hex key (Fig. 5).

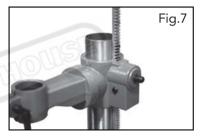
### **RACK & TABLE**

- 1. Slide one of the rack collars, tapered side facing up, over the column until it reaches the column support (Fig. 5). Note: For Pedestal drill PD-325(D592), PD-360(D596), PD-440(D598), PD-510(D600) Only.
- 2. Install the rack into the table support as shown (Fig. 6).





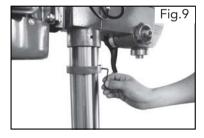
Assemble the support and rack onto the column, ensuring the rack is positioned on the right side of the column (when viewing the product from the front) (Fig. 7).

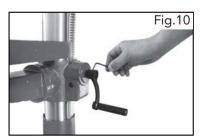


4. Slide the rack all the way down until it locates into the lower column support(Fig. 8). Slide the collar, tapered side facing down, over the column until it locates the rack. Tighten the grub screw on upper collar (Fig.9).



5. Fix table adjustment handle on the support (Fig. 10).





5. Assemble table onto table support, tighten in place with table lock (Fig. 11).



### **MAIN HOUSING**

Lift the main housing and slide it down onto the column as far as it will go (Fig. 12). Before securing the housing, ensure the spindle aligns with the table and base.



2. To secure in position tighten the grub screws on the left and right hand sides of the housing (Fig. 13).

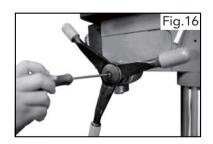


3. To fit the feed wheel handles, screw them into feed wheel hub (Fig. 14).



4. For some cast iron feed handle, tighten the 3 grub screws to wheel hub (Fig.15)then fix the plastic case on cast iron feed handle as shown Fig. 16.





### **CHUCK & ARBOR**

1. Before any assembly, ensure the chuck jaws are wound all the way up (inside the chuck) to prevent them from damage (Fig. 17).



2. Tighten Philip's head screws of the chuck guard to quill shaft (Fig. 18).



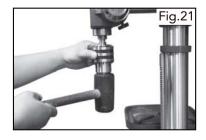
3. Fit the tapered arbor end into the chuck by hand, using reasonable fore (Fig. 19).



4. The arbor can then be inserted into the quill, twisting the arbor as you insert, aligning the tang into the slot. It should fit in with little resistance (Fig. 20).



5. Once it is located a firm tap on the underside of the chuck with a soft hammer is required to secure it. The chuck & arbor are installed correctly if they cannot be pulley out with hand force (Fig. 21).



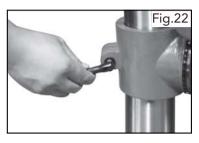
### **SETTINGS AND AJUSTEMENTS**



WARNING! During settings and adjustments ensure the drill press is disconnected from the power supply.

### TABLE HEIGHT ADJUSTMENT

1. Loosen the table support lock (Fig. 22).



 Rotate the table adjustment handle to set the desired table height and tighten the table rock to secure the table in position (Fig. 23).



### TABEL BEVEL ADJUSTMENT

1. The bevel angel is adjusted by loosening the bolt that is located underneath table support with a spanner (Fig. 24).



2. After tilting the working table (Fig. 25) to appropriate position, re-tighten the bolt to secure its position.



CAUTION: When the table is angled/tilted, ensure the workpiece is clamped to the table.

### **INSTALLING STRAIGHT SHANK DRILL BITS**



1. Using the chuck key, loosen the jaws of the chuck by rotating in an anti-clockwise direction (Fig. 26).



Insert the drill bit into the chuck (Fig. 27).



3. Whilst holding the drill bit in one hand rotate the top collar of the chuck in a clockwise direction. Insert the chuck key into 1 of the 3 rotating holes and tighten until drill bit is secure (Fig. 28).

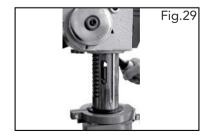


### **MORSE TAPER DRILL BITS**

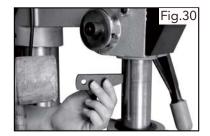


To use Morse taper bits, remove chuck and arbor.

1. Turn arbor until the tang aligns with the slot in the quill (Fig. 29).



2. Insert the drift key into the slot and tap firmly with a metal hammer until it releases. (Ensure the chuck jaws are wound all the way up to prevent damage (Fig. 30).



3. Place tapper bit into the spindle hole, twisting and pushing upward until bit is sung (Fig. 31).



4. Place block of wood on the table and raise up table until the tapered bit is firmly into the spindle.

### PRE-SETTING THE DRILLING DEPTH

### **BENCH TYPE**

To set the depth of the hole, adjust the depth stop as follows:

- 1. Lower the chuck with the power OFF, until the drill bit touches the surface of the workpiece, and hold in that position.
- Spin down the adjuster nut so that the gap between its underside and top of bracket is the depth of the hole required. Screw down the lock nut and lock it against the adjuster nut.



The drill is now set to drill holes to your pre-determined depth from that particular start point. i.e. Providing the surface of your workpiece is flat and level, you may drill a series of holes, each to the same depth.

The scale and pointer can be used when drilling individual holes.

Lower the chuck until the drill bit touches the work, set the pointer against a point on the scale, and proceed to drill to the required depth, using the scale.

### **FLOOR TYPE**

To stop spindle (and bit) at a desired depth:

- Loosen depth stop lock knob by turning in an anti-clockwise direction (Fig. 33).
- 2. Rotate depth scale to the desired depth, then tighten half wing bolt (Fig. 34).





To hold the spindle (and bit) at a desired depth:

- 1. Loosen depth stop lock knob, turn feed wheel handle to lowest point (Fig.35).
- Rotate depth scale to desired depth and re-tighten depth stop lock knob. This will hold assembly stationery at desired depth.



### CHANING THE SPEED BENCH TYPE

Before changing the speeds, ensure the machine is switched OFF, and disconnected from the power supply.

- 1. Open the pulley cover.
- 2. Slacken off the belt tension locking knob, to relieve any tension on the drive belt.
- 3. Consult the chart inside the pulley cover, and position the belt on the pulley's according to the spindle speed required.
- 4. When the belt has been correctly positioned, re-tension by levering the motor away from the head.Lever the motor, with its bracket, away from the

head, so that tension is applied to the belt. Tension is correct when the belt deflects by approx. ½"at its centre, when using reasonable thumb pressure. Lock the motor in this position using the locking knob.



### **FLOOR TYPE**

The speed of the drill press can be changed by adjusting the belt on the pulley system. See chart inside pulley cover for speed configurations.

 Release the belt tension locking knobs located on either side of the main housing (Fig. 37).



 Once the tension is released, the belt tension handle can be used to move the motor pulley closer to the idler pulley (Fig.38).



3. The belt is removed by lifting it over the lip of the pulley while rotating the pulley simultaneously (Fig.39).



4. After re-adjusting the belts, use the belt tension handle to move the motor pulley further away from the idler pulley. When the desired position is achieved use the locking knobs to secure the pulleys in place (Fig.40)



5. Proper belt tension is achieved when the measured deflection (by pushing in the centre of the belt) is approx. 5mm (Fig. 41).

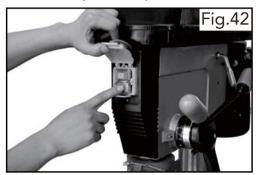


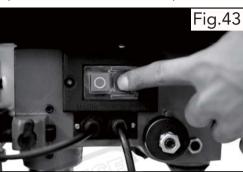
### **OPERATION**

### TURNING ON AND OFF

**Note:** The pulley cover must be closed to operate the drill press.

- 1. Switch the drill press On by pressing the green(I)button on the switch (Fig.42-43).
- 2. Switch the drill press Off by pressing the red(O)button on the switch.
- 3. Secure your workpiece to the table if possible, use a vice or clamps.





### DRILLING

- 1. Ensure the drill press is switched off and disconnected from the power supply.
- Loosen the jaws of the chuck with the chuck key by turning in an anti-clockwise direction and insert the selected drill bit into the as far as it will go.
- 3. Insert the chuck key into 1 of the 3 locating holes and tighten until drill bit is secure.
- 4. Select your drilling depth and secure the depth stop lock knob in position.
- 5. Adjust the table to your desired position.
- 6. Slowly rotate the feed wheel handles to bring the drill bit down towards the table and into your workpiece. After drilling a hole, release the feed wheel handles slowly to return the chuck to its original position.
- 7. Continue the operation until the task is completed. When completed, switch the drill press Off by pressing the red (O) button on the switch.

### **MAINTENANCE**

For maximum performance, it is essential that the Drill Press is properly maintained. Always inspect it before use. Any damage should be repaired, and faults rectified. Always remove the plug from the power supply before carrying out any adjustment, servicing or maintenance.

Please refer to the trouble shooting chart on pages down. If you are unable to rectify any faults, please contact your local dealer for assistance.

### MONTHLY (IF IN REGULAR USE)

- 1. Check tightness of mounting bolts, and head and column securing set screws.
- 2. Check the drive belt for wear, and replace if frayed or damaged.
- 3. Blow out with compressed air, or vacuum clean out, any dust that may have accumulated in the motor fan vents.
- Apply a thin coat of wax paste or light oil to the table and column, for lubrication, and to help prevent corrosion.
   If the mains lead is damaged in any way, it should be replaced immediately.

### LUBRICATION

All bearings are packed with grease at the factory and require no further lubrication.

Occasionally, lubricate the quill shaft assembly and rack with light oil if required.





### AFTER USE

Remove all swarf from the machine and thoroughly clean all surfaces.

Components should be kept dry, with machined surfaces lightly oiled.

Always remove drill bits, and store in a safe place.

### TROUBLE SHOOTING

PROBLEM	PROBABLE CAUSE	REMEDY
Noisy operation (under load).	<ul><li>a. Incorrect belt tension.</li><li>b. Dry spindle.</li><li>c. Loose pulley.</li><li>d. Loose belt.</li><li>e. Worn bearing.</li></ul>	<ul><li>a. Adjust tension.</li><li>b. Remove spindle and quill assembly and lubricate.</li><li>c. Tighten pulley.</li><li>d. Adjust belt tension.</li><li>e. Replace bearing.</li></ul>
Excessive drill wobble.	a. Loose chuck.  b. Worn spindle or bearing. c. Worn chuck. d. Bent drill bit.	a. Tighten by pressing chuck down on to a block of wood against the table. b. Replace spindle shaft or bearing. c. Replace chuck. d. Renew drill bit.
Motor won't start.	<ul> <li>a. Power supply.</li> <li>b. Motor connection.</li> <li>c. Switch connection faulty.</li> <li>d. Faulty switch.</li> <li>e. Motor windings burned.</li> <li>f. Pulley cover not closed.</li> <li>g. Micro switch on cover not operating.***</li> </ul>	<ul> <li>a. Check power cord/fuse.</li> <li>b. Check motor connections.</li> <li>c. Check switch connections.</li> <li>d. Replace switch.</li> <li>e. Replace motor.</li> <li>f. Close pulley cover.</li> <li>g. Check operation of micro switch, and renew/adjust as necessary.</li> </ul>
Drill binds in workpiece.	<ul><li>a. Excessive feed pressure.</li><li>b. Loose belt.</li><li>c. Loose drill.</li><li>d. Incorrect bit speed.</li><li>e. Drill angles incorrect for type of material.</li></ul>	<ul> <li>a. Apply less pressure.</li> <li>b. Check belt tension.</li> <li>c. Tighten drill with key.</li> <li>d. Adjust the drill speed reasonably.</li> <li>e. Consult a technical manual dealing with materials, drills and cutting angles, and sharpen drill accordingly.</li> </ul>
Drill bit burns or smokes.	<ul><li>a. Incorrect speed.</li><li>b.Swarf is not discharging.</li><li>c. Dull drill or not proper.</li><li>clearance for material.</li><li>d. Needs coolant.</li><li>e. Excessive feed pressure</li></ul>	a. Adjust drill speed accordingly. b. Clean drill. c. Check sharpness & taper. d. Use coolant whilst drilling. e. Apply less pressure.
Table difficult to raise.	a. Needs lubrication. b. Table lock tightened.	a. Lubricate with light oil. b. Loosen clamp.

### **ENVIRONMENTAL PROTECTION**

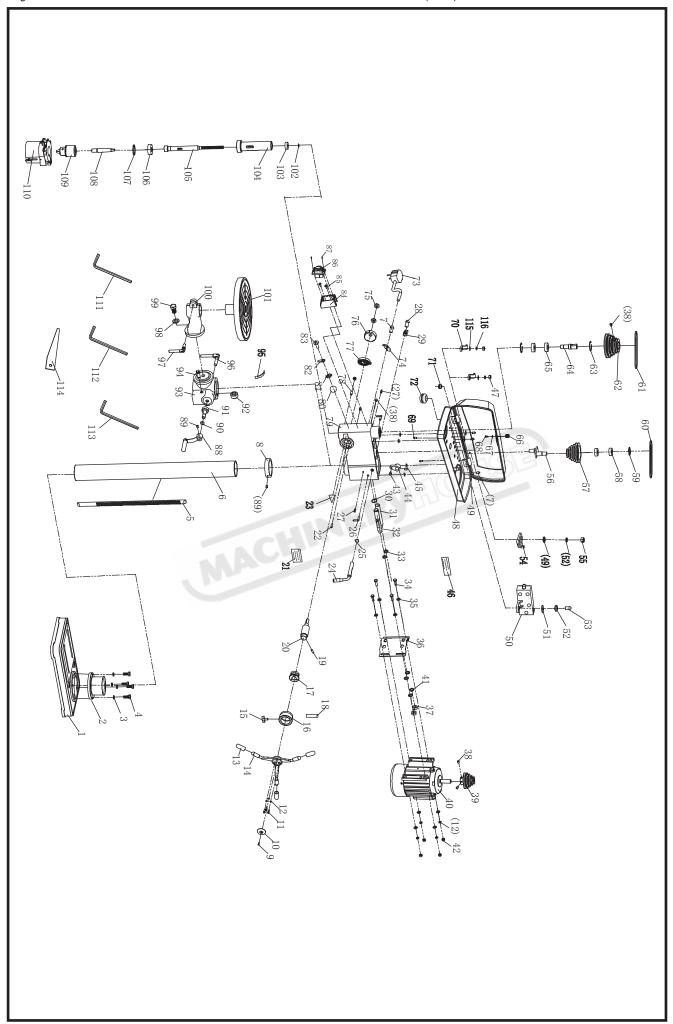


Power tools that are no longer usable should not be disposed with household waste but in an environmentally friendly way. Please recycle where facilities exist. Check with your local council authority for recycling advice.



Recyling packaging reduces the need for landfill and raw materials. Reuse of recycled material decreases pollution in the environment. Please recycle packaging where facilities exist. Check with your local council authority for recyling advice.





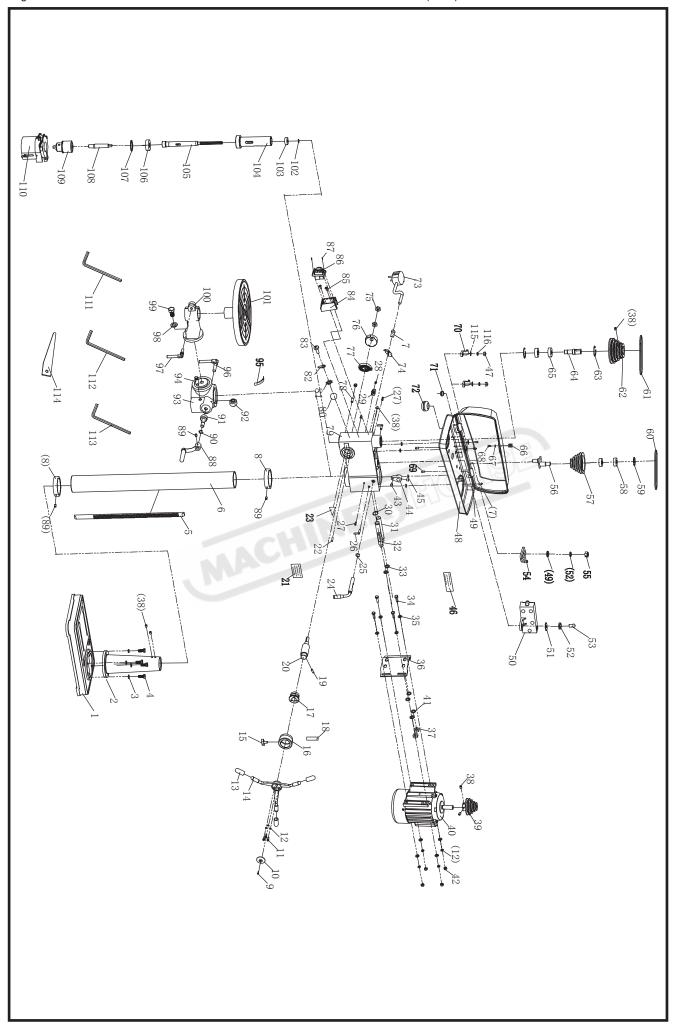
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	CONNECTION LOOP	17
	DIAL SCALE	16
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	CAP HANDLE	10
SCREW	S COUNTERSUNK HD	6
	COLLAR RACK	8
	CROSS RECESS PAN HD SCREW	7
	COLUMN	6
	RACK	5
	OUTSIDE HEX. BOLT	4
	SPRING WASHER	3
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MICRO SWITCH PRESSING CLAW	54
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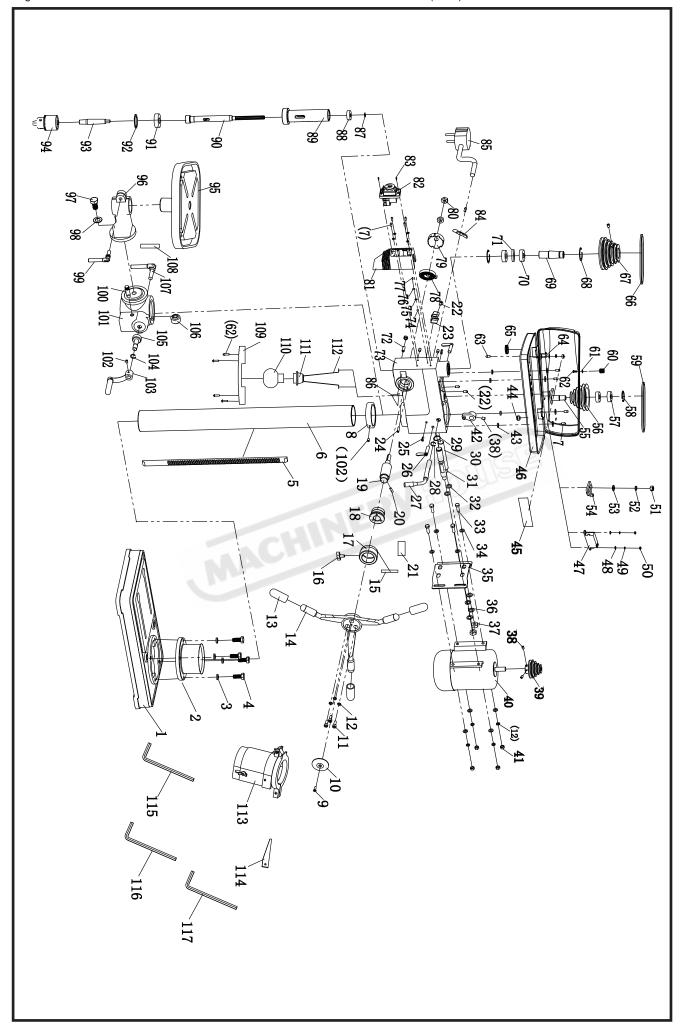
HER	SPRING WASHER	116
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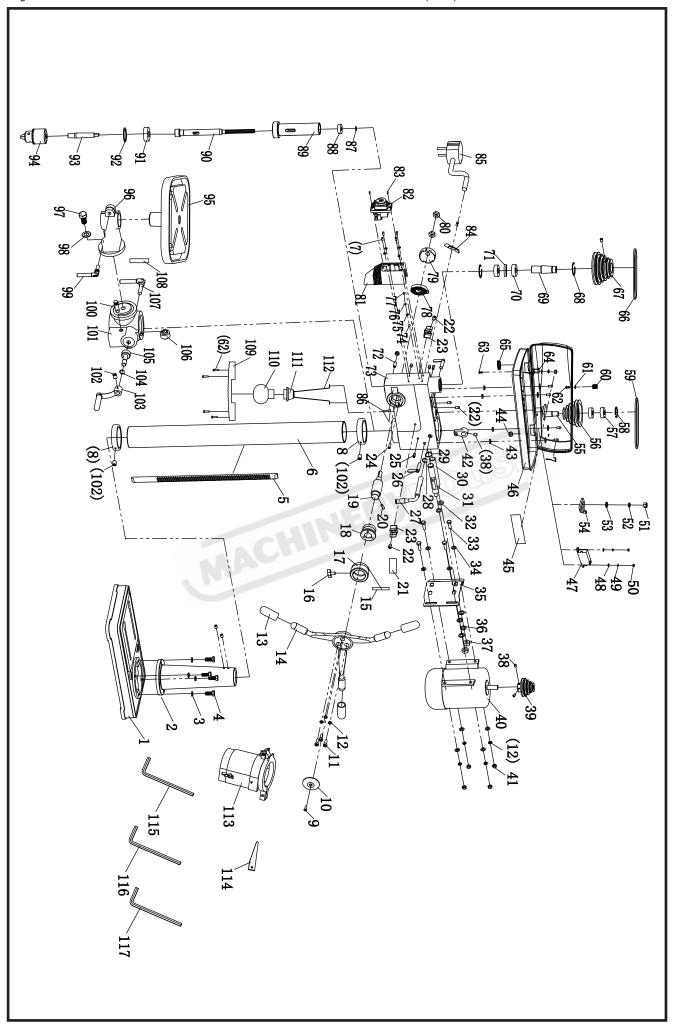
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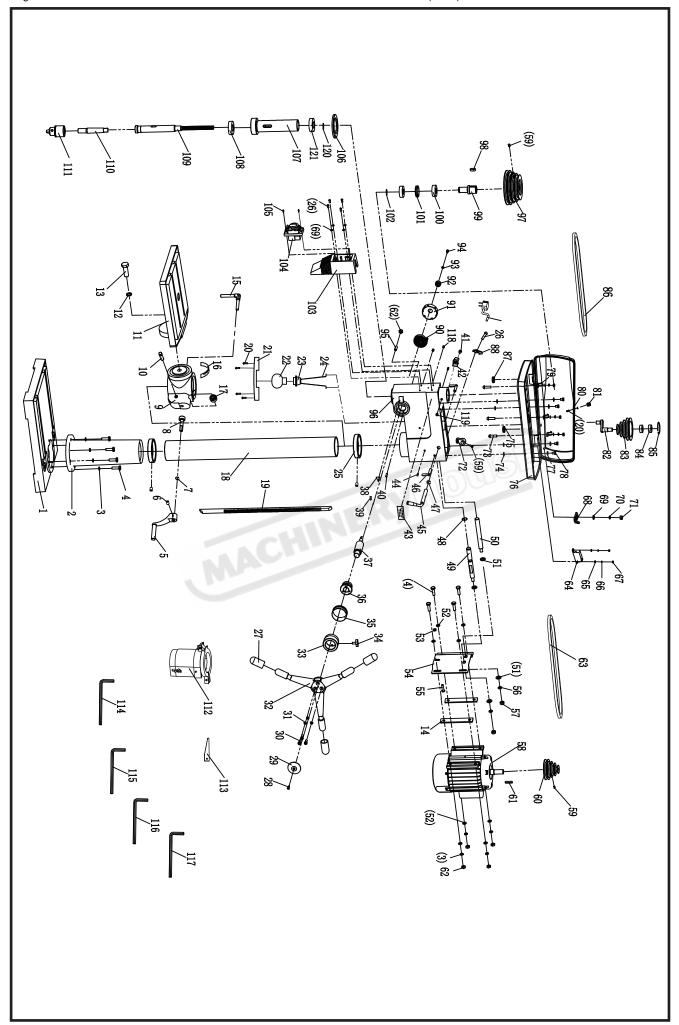


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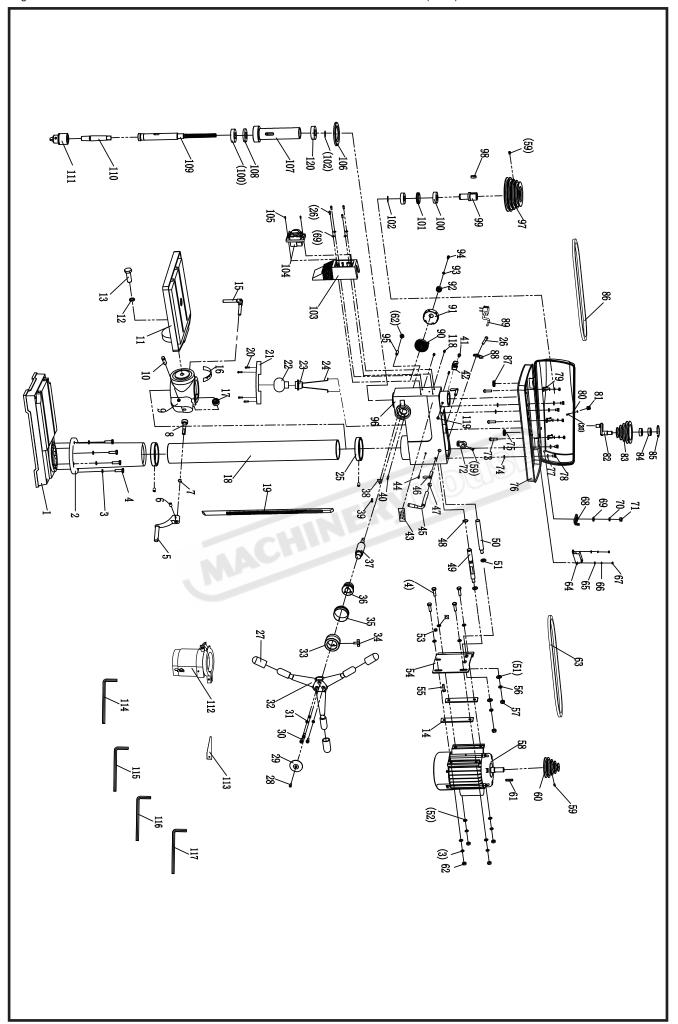
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	79	CORD CLAMP
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	82	ECCENTRIC SHAFT
	83	MIDDLE PULLEY
NSION	84	BEARING
KNOB	85	CIRCLIP FOR BEARING
RING	86	BELT
RING	87	PROTECTOR RING
(0,0)	88	CORD CLAMP
18	89	PLUG WITH CABLE
U	90	SPRING
0	91	SPRING COVER
K	92	MILLED NUT
TION PLATE	93	BIG FLAT WASHER
DLT	94	HEX. SOC HD CAP SCREW
	95	A WORD HEAD SCREW
	96	HOUSING
	97	SPINDLE PULLEY
CREW	98	FLAT KEY
	99	KEYWAY SPINDLE
	100	BEARING
	101	BEARING RING
	102	CIRCLIP FOR BEARING
ASSEMBLY	103	SWITCH BOX
	104	SWITCH
	105	CROSS RECESS HEAD TAPPING SCREW
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RESSING CLAW	107	SPINDLE SOCKET
	108	BEARING
	109	MAIN SPINDLE
	110	TAPER CORE
	111	CHUCK
D PAN HEAD SCREW	112	CHUCK GUARD
Ż	113	THICK BRAKE IRON
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	115	HEXAGON BAR WRENCH
	116	HEXAGON BAR WRENCH
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121 BEARING	CIRCLIP FOR BEARING	119 HEX. SOC SET SCREW	118 HEX. SOC SET SCREW	



BASE

40 ROLL PIN

<b>EXPLODE</b>
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HEXAGON BAR WRENCH	115	76 PULLEY COVER	37 GEAR SHAFT	
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THICK BRAKE IRON	113	74 DAMPING WASHER	35 CALIBRATION LABEL	
CHUCK GUARD	112	73 CROSS RECESSED PAN HEAD SCREW	34 LOCKING HANDLE KNOB	
CHUCK	111	72 CAM ASSEMBLY	33 DIAL SCALE	
TAPER SPINDLE	110	71 NUT	32 HANDLE	
MAIN SPINDLE	109	70 SPRING WASHER	31 SPRING WASHER	
BEARING	108	69 FLAT WASHER	30 HEX. SOC HD CAP SCREW	
SPINDLE SOCKET	107	68 MICRO SWITCH PRESSING CLAW	29 CAP HANDLE	
WASHER	106	67 NUT	28 CROSS RECESS COUNTERSUNK HD SCREW	
CROSS RECESS HEAD TAPPING SCREW	105	66 SPRING WASHER	27 HANDLE SHEATH	
SWITCH	104	65 FLAT WASHER	26 CROSS RECESS PAN HD SCREW	
SWITCH BOX	103	64 MICRO SWITCH ASSEMBLY	25 COLLAR RACK	
CIRCLIP FOR BEARING	102	63 BELT	24 LAMP-BRACKET	
BEARING RING	101	62 NUT	23 LAMP-SOCKET	
BEARING	100	61 FLAT KEY	22 LAMP-BULB	
KEYWAY SPINDLE	99	60 MOTOR PULLEY	21 LAMP-CHIMNEY	
FLAT KEY	98	59 HEX. SOC SET SCREW	20 CROSS RECESS PAN HD SCREW	
SPINDLE PULLEY	97	58 MOTOR	19 RACK	Γ.
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HEX. SOC HD CAP SCREW	94	55 OUTSIDE HEX. BOLT	16 ANGLE LABEL	
BIG FLAT WASHER	93	54 MOTOR CONNECTION PLATE	15 LOCKING HANDLE	
MILLED NUT	92	53 NUT	14 RUBBER BLANKET	
SPRING COVER	91	52 FLAT WASHER	13 OUTSIDE HEX. BOLT	
SPRING	90	51 FLAT WASHER	12 SPRING WASHER	
PLUG WITH CABLE	89	50 SLIP SHAFT	11 WORKING TABLE	
CORD CLAMP	88	49 ADJUSTING SHAFT	10 WORM PIN	
PROTECTOR RING	87	48 CIRCLIP FOR BEARING	9 TABLE SUPPORT	
BELT	86	47 CIRCLIP FOR BEARING	8 WORM	
CIRCLIP FOR BEARING	85	46 LOCKING HANDLE KNOB	7 CIRCLIP FOR BEARING	
BEARING	84	45 HANDLE BELT TENSION	6 HEX. SOC SET SCREW	
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BIG FLAT WASHER	80	41 CROSS RECESS PAN HD SCREW	2 COLUMN FLANGE	
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79	CORD CLAMP
81	PULLEY COVER KNOB
82	ECCENTRIC SHAFT
83	MIDDLE PULLEY
84	BEARING
85	CIRCLIP FOR BEARING
86	BELT
)	

120	119	118	
BEARING	HEX. SOC SET SCREW	HEX. SOC SET SCREW	



### **General Machinery Safety Instructions**

Machinery House requires you to read this entire Manual before using this machine.

- Read the entire Manual before starting machinery. Machinery may cause serious injury if not correctly used.
- 2. Always use correct hearing protection when operating machinery. Machinery noise may cause permanent hearing damage.
- Machinery must never be used when tired, or under the influence of drugs or alcohol. When running machinery you must be alert at all times.
- **4. Wear correct Clothing.** At all times remove all loose clothing, necklaces, rings, jewelry, etc. Long hair must be contained in a hair net. Non-slip protective footwear must be worn.
- 5. Always wear correct respirators around fumes or dust when operating machinery. Machinery fumes & dust can cause serious respiratory illness. Dust extractors must be used where applicable.
- **6. Always wear correct safety glasses.** When machining you must use the correct eye protection to prevent injuring your eyes.
- Keep work clean and make sure you have good lighting. Cluttered and dark shadows may cause accidents.
- 8. Personnel must be properly trained or well supervised when operating machinery. Make sure you have clear and safe understanding of the machine you are operating.
- Keep children and visitors away. Make sure children and visitors are at a safe distance for you work area.
- Keep your workshop childproof. Use padlocks, Turn off master power switches and remove start switch keys.
- 11. Never leave machine unattended. Turn power off and wait till machine has come to a complete stop before leaving the machine unattended.
- **12. Make a safe working environment.** Do not use machine in a damp, wet area, or where flammable or noxious fumes may exist.
- 13. Disconnect main power before service machine. Make sure power switch is in the off position before re-connecting.

- 14. Use correct amperage extension cords. Undersized extension cords overheat and lose power. Replace extension cords if they become damaged.
- **15. Keep machine well maintained.** Keep blades sharp and clean for best and safest performance. Follow instructions when lubricating and changing accessories.
- Keep machine well guarded. Make sure guards on machine are in place and are all working correctly.
- **17. Do not overreach.** Keep proper footing and balance at all times.
- **18. Secure workpiece.** Use clamps or a vice to hold the workpiece where practical. Keeping the workpiece secure will free up your hand to operate the machine and will protect hand from injury.
- **19. Check machine over before operating.** Check machine for damaged parts, loose bolts, Keys and wrenches left on machine and any other conditions that may effect the machines operation. Repair and replace damaged parts.
- **20. Use recommended accessories.** Refer to instruction manual or ask correct service officer when using accessories. The use of improper accessories may cause the risk of injury.
- **21. Do not force machinery.** Work at the speed and capacity at which the machine or accessory was designed.
- **22. Use correct lifting practice.** Always use the correct lifting methods when using machinery. Incorrect lifting methods can cause serious injury.
- 23. Lock mobile bases. Make sure any mobile bases are locked before using machine.
- 24. Allergic reactions. Certain metal shavings and cutting fluids may cause an ellergic reaction in people and animals, especially when cutting as the fumes can be inhaled. Make sure you know what type of metal and cutting fluid you will be exposed to and how to avoid contamination.
- **25. Call for help.** If at any time you experience difficulties, stop the machine and call you nearest branch service department for help.





### **Drilling Machine Safety Instructions**

### Machinery House

requires you to read this entire Manual before using this machine.

- Maintenance. Make sure the Drill is turned off and disconnect from the main power supply and make sure all moving parts have come to a complete stop before any inspection, adjustment or maintenance is carried out.
- Drill Condition. Drill must be maintained for a proper working condition. Never operate a Drill that has damaged or worn parts. Scheduled routine maintenance should performed on a scheduled basis.
- 3. Leaving a Drill Unattended. Always turn the Drill off and make sure all moving parts have come to a complete stop before leaving the Drill. Do not leave Drill running unattended for any reason.
- 4. Avoiding Entanglement. Remove loose clothing, belts, or jewelry items. Never wear gloves while machine is in operation. Tie up long hair and use the correct hair nets to avoid any entanglement with the Drill spindle or moving parts.
- Chuck key & wrench safety. Always remove chuck keys, wrenches and any service tools immediately after use. Chuck keys left in the chuck can cause serious injury.
- **6. Understand the machines controls.** Make sure you understand the use and operation of all controls.
- 7. Drill bit selection. Always use the correct Drill bit for the job you are Drilling. Make sure you use the correct shank drill bit for you drilling machine.
- **8. Secure the Drill Bit.** Properly tighten and securely lock the drill bit in the chuck.
- 9. Cutting Tool inspection. Inspect Drill for sharpness, chips, or cracks before use. Replace any cutting tools immediately if dull, chipped or cracked. Handle new cutting tools with care. Cutting edges are very sharp and can cause lacerations.
- 10. Reversing the spindle. Make sure the spindle has come to a complete stop before changing the direction of the spindle.
- **11. Stopping the spindle.** Do not slow or stop the spindle by using you hand.
- 12. Speed selection. Select the appropriate speed for the type of work, material, and tool bit. Allow the Drill to reach full speed before beginning a cut.

- 13. Changing Belts for speed selection. Always allow the machine to come to a complete stop and turn power off before changing belts. Not turning power off when changing belts can cause serious injury.
- **14. Clearing chips.** Always use a brush to clear chips. Never clear chips when the drill is running.
- **15. Power outage.** In the event of a power failure during use of the drill, turn off all switches to avoid possible sudden start up once power is restored.
- **16. Clean work area.** Keep the area around the drill clean from oil, tools, chips.
- 17. Surface/workpiece area. Before turning the drill on, make sure the table is clear of any objects (tools, scraps, off-cuts etc.) Do not drill material that does not have a flat surface. unless a suitable support is used.
- **18. Table Lock.** Make sure the table is tightened before starting the drill.
- 19. For Radial Drill Arm Lock. Make sure the arm is locked before leaving or starting a radial arm drill. An unlocked radial drill arm can swing and cause serious injury.
- **20. Drilling Sheet metal.** All sheet metal should be clamped to the table before drilling.
- **21. Mounting workpieces.** Use clamps or vices to secure workpiece before drilling. Position work so you avoid drilling into table.
- **22. Guarding.** Do not operate the drill when chuck guard is removed.
- **23. Eye and hand protection.** A face shield with safety glasses is recommended. Always keep hands and fingers away from the drill bit. Never hold a work[piece in your hand while drilling. Do not wear gloves while operating the drill.
- 24. Drill operation. Never start the drill with the drill bit pressed against the workpiece. Feed the drill evenly into the workpiece. Back the drill out of deep holes. Turn the machine off and clear chips and scrap pieces with a brush. Turn power off, remove drill bit, and clean the table before leaving the machine.
- **25. Call for help.** If at any time you experience difficulties, stop the machine and call you nearest branch service department for help.



### PLANT SAFETY PROGRAM

## **NEW MACHINERY HAZARD IDENTIFICATION, ASSESSMENT & CONTROL**

### **Drilling Machine**

This program is based upon the Safe Work Australia, Code of Practice - Managing Risks of Plant in the Workplace (WHSA 2011 No10) Developed in Co-operation Between A.W.I.S.A and Australia Chamber of Manufactures

Plant Safety Program to be read in conjunction with manufactures instructions
Wear hearing protection as
Wear appropriate protective
All electrical enclosures should only be opened with a tool that is not to be kept with the machine. Never clean or dust machine when power is on.  Machine should be installed & checked by a Licensed Electrician.
Ensure workpieces are tightly secured on machine. Wear safety glasses. For Radial Arm Drills ensure that arm is locked before drilling. Ensure correct spindle direction when drilling
Isolate power to machine when changing speeds or mainter  Make sure all guards are secured shut when machine is on.
Isolate power to machine prior to any checks or maintenance being carried out.  Do not adjust or clean until the machine has fully stopped.
Secure & support work material on drill table
Eliminate, avoid loose clothing / Long hair etc.
DIE



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Authorised and signed by:
Safety officer:....

ار.....ر Manager

Revised Date: 12th March 2012

# ADDITIONAL SHEET FOR PULLEY COVER LIFT KNOB

- Please take out the pulley cover lift knob from the bag as Fig 1.
- Please use a Philips screw driver to tighten the screw as Fig 2 before operate the machine.





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