

Work Instruction: Speed Setting for Pedestal Drilling Machine

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1 PURPOSE & SCOPE

This work instruction describes the safe conversion and speed setting of a WEMA pedestal drilling machine. It applies to all employees who operate or maintain this machine.

2 RESPONSIBILITIES

Implementation	DE-AS-M1
Quality assurance	DE-QS-K1
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3 SAFETY INSTRUCTIONS

Before working on the machine, it is essential to ensure that power is disconnected (risk of electric shock); only open the protective cover when the machine is stationary; pay attention to crushing and injury hazards when repositioning the V-belt; only use appropriate tools.

4 REFERENCES AND RELEVANT DOCUMENTS

Safety instructions for WEMA pedestal drilling machine

5 MATERIALS AND EQUIPMENT

Materials:

V-belt, securing screw

Equipment:

WEMA pedestal drilling machine

6 PROCEDURE DESCRIPTION

6.1 STEP 1: PREPARATION OF THE PEDESTAL DRILLING MACHINE

Materials and Tools

WEMA pedestal drilling machine

	Procedure
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- Set up the pedestal drilling machine.
- Check the machine for condition and function.

Notes

- Only use appropriate tools.

6.2 STEP 2: DISCONNECT DRILLING MACHINE FROM POWER BEFORE CONVERSION

Materials and Tools

WEMA pedestal drilling machine



Procedure

- Set the main switch of the machine to 'Off'.
- Verify that the machine is actually de-energized.

Notes

- Only open or service the machine when power is disconnected (risk of electric shock).

6.3 STEP 3: OPEN PROTECTIVE COVER AND INSPECT DRIVE TRAIN

Materials and Tools

WEMA pedestal drilling machine



Procedure

- Open the protective cover of the drive unit.
- Perform visual inspection of the drive shaft (motor side) and the drill shaft (drill side).

Notes

- Only open the protective cover when the machine is de-energized.
- Watch your fingers and hands (risk of crushing).



6.4 STEP 4: ADJUST SPEED BY REPOSITIONING THE V-BELT

Materials and Tools

WEMA pedestal drilling machine, V-belt, securing screw



Procedure

- Loosen the securing screw on the motor and push the motor downward.
- Carefully reposition the V-belt: motor side to larger diameter, drill side to smaller diameter.
- Fix the V-belt in the new position.
- Manually lower the motor again.
- Tighten the securing screw again to fix the motor.

Notes

- Do not move the V-belt with force, risk of injury from slipping.
- Ensure correct seating of the V-belt (function test: briefly turn the V-belt pulley after tensioning).

6.5 STEP 5: CLOSE PROTECTIVE COVER AND MAKE DRILLING MACHINE READY FOR OPERATION

Materials and Tools

WEMA pedestal drilling machine



Procedure

- Close and lock the protective cover.
- Switch on the machine with the main switch.

Notes

- Never work with the protective cover open.
- Perform visual and functional inspection of the machine before drilling.