

Company Name: _____ Dept: _____ Location: _____ Date: _____

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MACHINE GUARDING

- ✓ Is there a training program to instruct employees on safe methods of machine operation?
- ✓ Is there adequate supervision to ensure that employees are following safe machine operating procedures?
- ✓ Is there a regular program of safety inspection of machinery and equipment?
- ✓ Is sufficient clearance provided around and between machines to allow for safe operations, set-up and servicing, material handling and waste removal?
- ✓ Is equipment and machinery securely placed and anchored when necessary to prevent tipping or other movement that could result in personal injury?
- ✓ Is there a power shut-off switch within reach of the operator's position at each machine?
- ✓ Can electric power to each machine be locked out for maintenance, repair or security?
- ✓ Are foot-operated switches guarded or arranged to prevent accidental actuation by personnel or falling objects?
- ✓ Are manually operated valves and switches controlling the operation of equipment and machines clearly identified and readily accessible?
- ✓ Are all emergency stop buttons colored red?
- ✓ Are all pulleys and belts that are within 7 feet of the floor or working level properly guarded?
- ✓ Are all moving chains and gears properly guarded?
- ✓ Are splashguards mounted on machines that use coolant to prevent the coolant from reaching employees?
- ✓ Are methods provided to protect the operator and other employees in the machine area from hazards created at the point of operation, ingoing nip points, rotating parts, flying chips and sparks?
- ✓ Are machine guards secure and so arranged that they do not offer a hazard in their use?

Meeting Conducted By:

Print Name

Signature

Meeting Attended By:

Document Filing Reference

Notes & Suggestions