



HUMAN RESOURCES DEPARTMENT <b>SAFETY AND INDUSTRIAL HYGIENE UNIT</b>	SUBJECT: CHECKLIST FOR SAFEGUARDING MACHINERY AND EQUIPMENT	REVISION A	PAGE 1 OF 2
TO BE USED WITH STANDARD 2600SEG113, Safety Standard for Safeguarding Machinery and Equipment		REVISION DATE MAR-28-06	EFFECTIVE DATE: MAR-28-06

Area	Checking Points	2600SEG 113	Checked (✓ or NA)
GENERALITIES	Do rotating parts have their fix or removable safeguards?	6.1.2	
	Are all workers protected against cutting objects that cause hand or feet injury?	6.1.3	
	Are the machinery and equipment free from grease and oil with a preventive maintenance program?	6.1.8	
	Are all workers trained and have they been authorized by the supervisor to use the machinery and equipment?	6.1.9	
STATIONARY EQUIPMENT	Are the equipment located at a safe place and anchored to prevent them from sliding or moving?	6.2.1	
	Do the switch-operating pedals have the adequate safeguards placed where they cannot be accidentally activated?	6.2.4	
	Is there an effective control where the operator can easily reach for it in order to turn on and off each machine?	6.2.5	
	Is the equipment disconnected before clearing, oiling, repairing or making adjustments, including safeguards?	6.2.8	
	Are fan blades protected with a guard having openings no larger than 1/2 in. when operating within 7 ft. of the floor?	6.2.10	
	Are circular saws, blades and other cutting tools adequately sharp and have all their safeguards and protectors?	6.2.11	
PORTABLE TOOLS	Are pneumatic tools effectively fixed to the hose or its connection as to prevent to tool from becoming accidentally disconnected?	6.3.2	
	Are safety clamps or retainers firmly installed on impact pneumatic tools in order to prevent the accidental expulsion of the part?	6.3.3	
APPROPRIATELY MARKED EQUIPMENT	Are manual valves and the switches that control the operation of equipment and machinery properly identified and readily accessible?	6.4.1	
	Are emergency stop buttons red?	6.4.2	
OPERATORS MUST	Wear safety glasses or goggles.	6.5.1	
	Avoid wearing loose or baggy garments near the machine.	6.5.2	
	Wear adequate safety shoes.	6.5.3	
	Remove all rings, necklaces, watches or bracelets.	6.5.4	
	Wear their hair up, if longer than shoulder length.	6.5.5	
TRAINING	Are maintenance operators and workers trained in the use of safeguards, their location, and how they provide protection?	6.6.1	



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Area	Checking Points	2600SEG 113	Checked (√ or NA)
	Are training files accessible to employees according to applicable ACP regulations?	6.6.4	