



	YES	NO
<b>Requirements for All Safeguards</b>		
1. Do the safeguards provided meet the minimum OSHA requirements?	<input type="checkbox"/>	<input type="checkbox"/>
2. Do the safeguards prevent workers' hands, arms, and other body parts from making contact with dangerous moving parts?	<input type="checkbox"/>	<input type="checkbox"/>
3. Are the safeguards firmly secured and not easily removable?	<input type="checkbox"/>	<input type="checkbox"/>
4. Do the safeguards ensure that no object will fall into the moving parts?	<input type="checkbox"/>	<input type="checkbox"/>
5. Do the safeguards permit safe, comfortable, and relatively easy operation of the machine?	<input type="checkbox"/>	<input type="checkbox"/>
6. Can the machine be oiled without removing the safeguard?	<input type="checkbox"/>	<input type="checkbox"/>
7. Is there a system for shutting down the machinery before safeguards are removed?	<input type="checkbox"/>	<input type="checkbox"/>
8. Can the existing safeguards be improved?	<input type="checkbox"/>	<input type="checkbox"/>
<b>Mechanical Hazards</b>		
The point of operation:		
1. Is there a point-of-operation safeguard provided for the machine?	<input type="checkbox"/>	<input type="checkbox"/>
2. Does it keep the operator's hands, fingers, body out of the danger area?	<input type="checkbox"/>	<input type="checkbox"/>
3. Is there evidence that the safeguards have been tampered with or removed?	<input type="checkbox"/>	<input type="checkbox"/>
4. Could you suggest a more practical, effective safeguard?	<input type="checkbox"/>	<input type="checkbox"/>
5. Could changes be made on the machine to eliminate the point-of-operation hazard entirely?	<input type="checkbox"/>	<input type="checkbox"/>
Power transmission apparatus:		
1. Are there any unguarded gears, sprockets, pulleys, or flywheels on the apparatus?	<input type="checkbox"/>	<input type="checkbox"/>
2. Are there any exposed belts or chain drives?	<input type="checkbox"/>	<input type="checkbox"/>
3. Are there any exposed set screws, key ways, collars, etc.?	<input type="checkbox"/>	<input type="checkbox"/>
4. Are starting and stopping controls within easy reach of the operator?	<input type="checkbox"/>	<input type="checkbox"/>
5. If there is more than one operator, are separate controls provided?	<input type="checkbox"/>	<input type="checkbox"/>
Other moving parts:		
1. Are safeguards provided for all hazardous moving parts of the machine, including auxiliary parts?	<input type="checkbox"/>	<input type="checkbox"/>
<b>Nonmechanical Hazards</b>		
1. Have appropriate measures been taken to safeguard workers against noise hazards?	<input type="checkbox"/>	<input type="checkbox"/>
2. Have special guards, enclosures, or personal protective equipment been provided, where necessary, to protect workers from exposure to harmful substances used in machine operation?	<input type="checkbox"/>	<input type="checkbox"/>
<b>Electric Hazards</b>		
1. Is the machine installed in accordance with National Fire Protection Association and National Electrical requirements?	<input type="checkbox"/>	<input type="checkbox"/>
2. Are there loose conduit fittings?	<input type="checkbox"/>	<input type="checkbox"/>
3. Is the machine properly grounded?	<input type="checkbox"/>	<input type="checkbox"/>



4. Is the power supply correctly fused and protected?	<input type="checkbox"/>	<input type="checkbox"/>
5. Do workers occasionally receive minor shocks while operating any of the machines?	<input type="checkbox"/>	<input type="checkbox"/>
<b>Training</b>		
1. Do operators and maintenance workers have the necessary training in how to use the safeguards and why?	<input type="checkbox"/>	<input type="checkbox"/>
2. Have operators and maintenance workers been trained in where the safeguards are located, how they provide protection, and what hazards they protect against?	<input type="checkbox"/>	<input type="checkbox"/>
3. Have operators and maintenance workers been trained in how and under what circumstances guards can be removed?	<input type="checkbox"/>	<input type="checkbox"/>
4. Have workers been trained in the procedures to follow if they notice guards that are damaged, missing, or inadequate?	<input type="checkbox"/>	<input type="checkbox"/>
<b>Protective Equipment and Proper Clothing</b>		
1. Is protective equipment required?	<input type="checkbox"/>	<input type="checkbox"/>
2. If protective equipment is required, is it appropriate for the job, in good condition, kept clean and sanitary, and stored carefully when not in use?	<input type="checkbox"/>	<input type="checkbox"/>
3. Is the operator dressed safely for the job (i.e., no loose-fitting clothing or jewelry)?	<input type="checkbox"/>	<input type="checkbox"/>
<b>Machinery Maintenance and Repair</b>		
1. Have maintenance workers received up-to-date instruction on the machines they service?	<input type="checkbox"/>	<input type="checkbox"/>
2. Do maintenance workers lock out the machine from its power sources before beginning repairs?	<input type="checkbox"/>	<input type="checkbox"/>
3. Where several maintenance persons work on the same machine, are multiple lockout devices used?	<input type="checkbox"/>	<input type="checkbox"/>
4. Do maintenance persons use appropriate and safe equipment in their repair work?	<input type="checkbox"/>	<input type="checkbox"/>
5. Is the maintenance equipment itself properly guarded?	<input type="checkbox"/>	<input type="checkbox"/>
6. Are maintenance and servicing workers trained in the requirements of 29 CFR 1910.147, lockout/tagout hazard, and do the procedures for lockout/tagout exist <i>before</i> they attempt their tasks?	<input type="checkbox"/>	<input type="checkbox"/>

Figure 12–3. Answers to the questions in this checklist should help determine the machine safeguarding needs of a workplace.