

## TOOLBOX TALK 33/60

DATE:

TOPIC: MACHINE GUARDS

OBJECTIVE: TO ENSURE MACHINES ARE SAFELY GUARDED



*Easiest way to conduct and document your safety meetings!*

### → Do's

- 👉 Replace the guards before starting machines or after making adjustments or repairs to the machines.
- 👉 Contain long hair under a hat or hair net, regardless of gender.
- 👉 Read and obey safety warnings posted on or near any machinery.
- 👉 Report damaged/inadequate machine guarding to your supervisor
- 👉 Guards must be easily removable

### → Dont's

- 👉 Do not remove, alter or bypass any safety guards or devices when operating any piece of equipment or machinery.
- 👉 Do not try to stop a work piece as it goes through any machine. If the machine becomes jammed, disconnect the power before clearing the jam.
- 👉 Do not use the machine if it has inadequate guarding

### → Note to Discussion Leader:

- 👉 At this time mention the guards on the various pieces of equipment in your area and describe how they protect employees from injuries. (Example: The V-belt drive guards, barrier guards, motor-coupling guards, two-hand control devices and electric-eye beams.)
- 👉 Often it is necessary to remove a guard to service or adjust a machine, a tool or a piece of equipment. When doing this, be sure the power is turned off and the switch is locked out or tagged out. When the service job is completed, make sure the guard is replaced securely and is working properly.
- 👉 Breakdowns, jammed work and broken parts sometimes cause us to forget ordinary safety procedures. Very often, to remedy these conditions it is necessary to get into out-of-the-way places. Extreme caution is needed, because in some cases the location of the trouble cannot be guarded. So be sure that basic and added precautions are taken to avoid any movement of the parts.
- 👉 Guards are installed to protect operators and others in the area from injury, yet some operators continually find ways of putting themselves in danger by removing machine guards or tampering with interlocks so they can operate the machines faster.



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### → To prevent accidents, be careful around

-  Meshing gears
-  In-running rollers
-  Reciprocating parts
-  Chain and sprocket drives
-  Cams and rollers
-  Belts and pulleys
-  Flywheels
-  Cutting or abrasive surfaces
-  Cooling fans
-  Conveyor equipment
-  Rotating couplings and shafts
-  Hot or overheated parts
-  Worm gears

