



APPENDIX – MACHINE GUARDING CHECKLISTS



Table Saw				
Building:	Location:			Unit:
General Requirements for Machine Guarding	Y	N	NA	Comments
Guards are installed and adjusted to cover the upper portion of the blade (above the table) as well as to prevent inadvertent contact with the lower portion of the saw blade?				
Gears, sprockets, pulleys, and flywheels guarded?				
For ripping operations, are anti-kickback fingers installed (and properly adjusted) to help prevent the wood from kicking back towards the operator if the saw blade gets bound?				
Safeguards permit safe, comfortable, and relatively easy operation of the machine?				
Machine controls within easy reach of the operator?				
Procedures established to ensure machine is shut down before guard is removed?				
Saw is fixed to the floor or movement is limited according to manufacturer instructions?				



Radial Arm Saw				
Building:	Location:		Unit:	
General Requirements for Machine Guarding	Y	N	NA	Comments
Machine safeguards prevent worker's hands, arms, or other body parts from making contact with the blade?				
Anti-kickback guard is in place?				
Safeguards are firmly secured and not easily removable?				
Radial arm saw is properly mounted to the working surface?				
Machine controls within easy reach of the operator?				
Procedures established to ensure machine is shut down before guard is removed?				
Saw is properly mounted to stand/bench/floor or movement is limited according to manufacturer instructions?				



Chop Saw (miter saw)				
Building:	Location:			Unit:
General Requirements for Machine Guarding	Y	N	NA	Comments
The blade guard is present and properly installed?				
The guard automatically adjusts itself to the thickness of the material being cut in order to provide continuous protection from the blade?				
Safeguards are firmly secured and not easily removable?				
Saw is properly mounted to stand/bench or movement is limited according to manufacturer instructions?				



Band Saw (vertical)				
Building:	Location:		Unit:	
General Requirements for Machine Guarding	Y	N	NA	Comments
Machine safeguards worker's hands, arms, or other body parts from making contact with the blade?				
Wheels and blade are properly guarded?				
Chip guard is in place (only if eye and face protection are not in use)?				
Safeguards are firmly secured and not easily removable?				
Saw is properly mounted to stand/bench/floor or movement is limited according to manufacturer instructions?				
Machine controls within easy reach of the operator?				
Procedures established to ensure machine is shut down before guard is removed?				

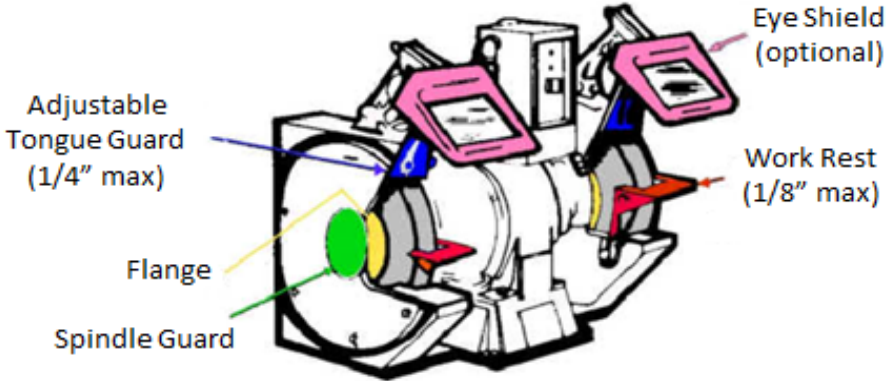


Band Saw (horizontal)				
Building:	Location:		Unit:	
General Requirements for Machine Guarding	Y	N	NA	Comments
Machine safeguards worker's hands, arms, or other body parts from making contact with the blade?				
Wheels and blade are properly guarded?				
Safeguards are firmly secured and not easily removable?				
Machine controls within easy reach of the operator?				
Procedures established to ensure machine is shut down before guard is removed?				
Saw is properly mounted to stand/bench/floor or movement is limited according to manufacturer instructions?				



Drill Press				
Building:	Location:			Unit:
General Requirements for Machine Guarding	Y	N	NA	Comments
Machine safeguards prevent worker's hands, arms, or other body parts from making contact with the drill bit or point of operation?				
Pulleys and belts are properly guarded?				
Safeguards are firmly secured and not easily removable?				
Drill press is properly mounted to stand/bench/floor or movement is limited according to manufacturer instructions?				
Machine controls within easy reach of the operator?				
Procedures established to ensure machine is shut down before guard is removed?				

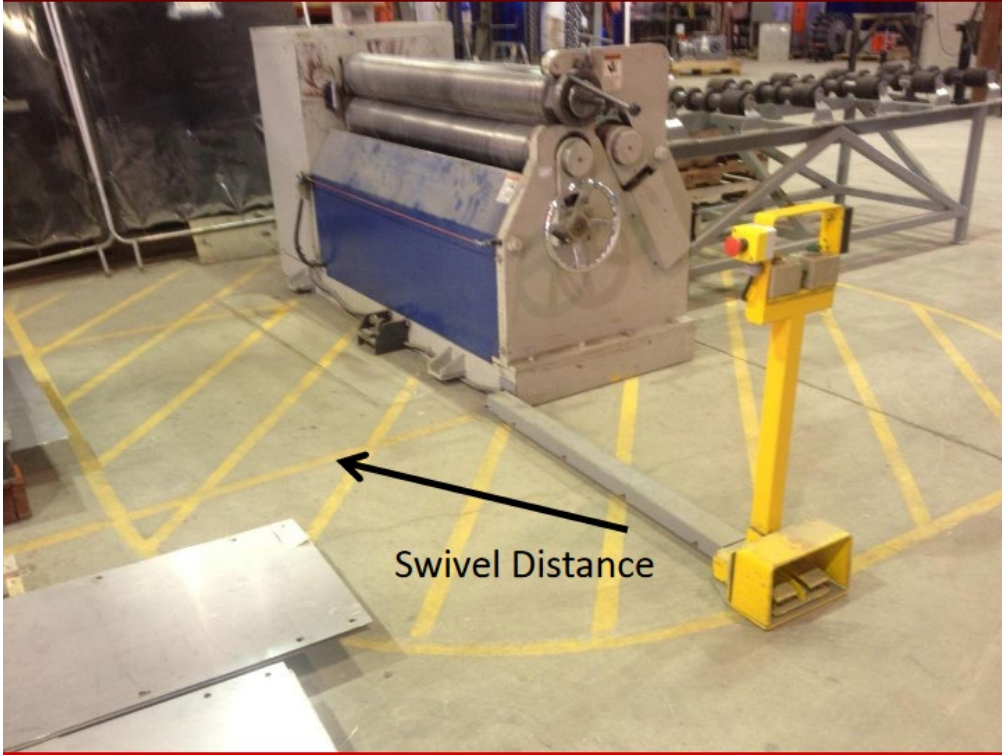


Abrasive Wheel Equipment Grinder				
Building:	Location:		Unit:	
				
General Requirements for Machine Guarding	Y	N	NA	Comments
Do side guards cover the spindle, nut and flange, and 75% of the wheel diameter?				
Is the work rest used and kept adjusted to within 1/8-inch (0.3175cm) of the wheel?				
Is the adjustable tongue guard on the top side of the grinder used and kept to within 1/4-inch (0.6350cm) of the wheel?				
Is the maximum RPM rating of each abrasive wheel compatible with the RPM rating of the grinder motor?				
Before new abrasive wheels are mounted, are they visually inspected and ring tested?				
Abrasive wheel is properly mounted to stand/bench?				




Lathe				
Building:	Location:			Unit:
General Requirements for Machine Guarding	Y	N	NA	Comments
Chuck is properly guarded and used during operation?				
Cross slide shield is in place and can be adjusted to cover the point of operation (woodworking)?				
Safeguards are firmly secured and not easily removable?				
Lathe is properly mounted to stand/bench/floor or movement is limited according to manufacturer instructions?				



Metal Rollers				
Building:	Location:		Unit:	
				
General Requirements for Machine Guarding	Y	N	NA	Comments
A safe proximity has been established on three sides?				
Controls for the equipment are outside the established proximity?				
Internal gears are guarded properly?				
Metal roller is properly mounted to floor or movement is limited according to manufacturer instructions?				

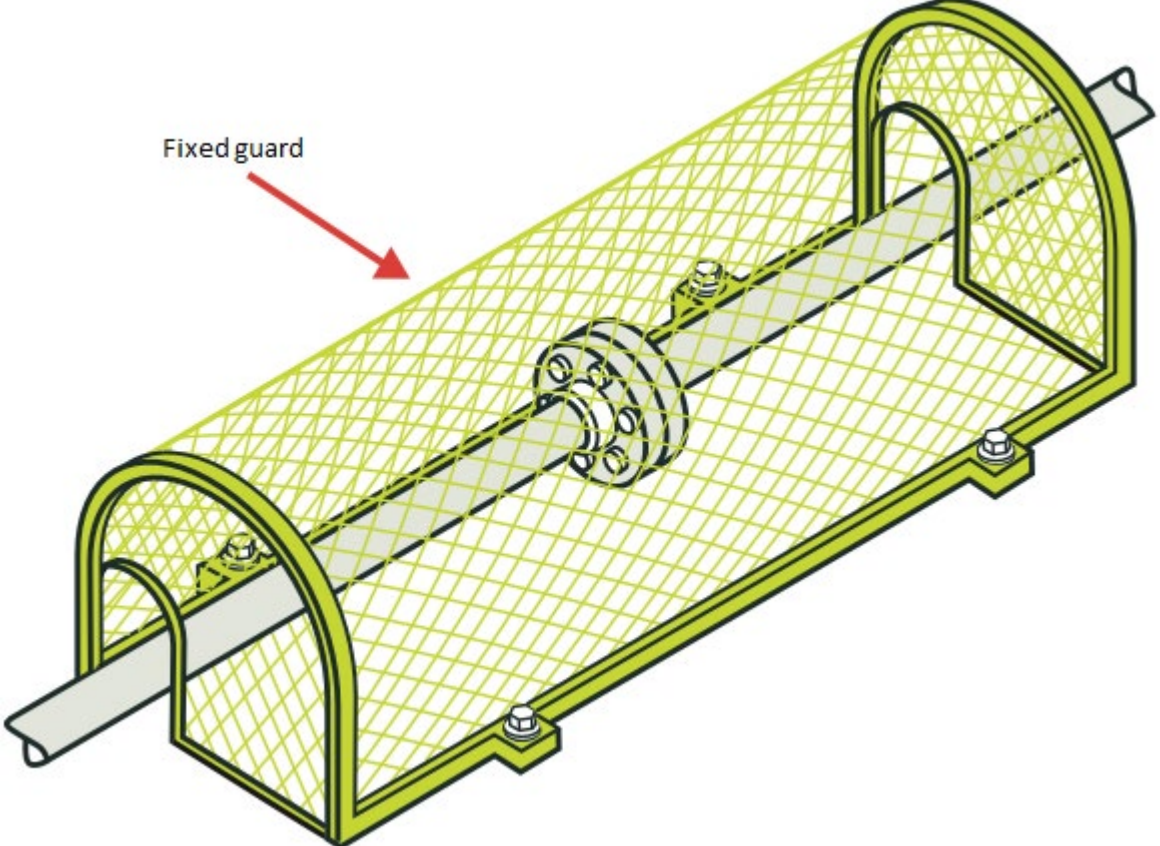


Fans				
Building:	Location:			Unit:
				
General Requirements for Machine Guarding	Y	N	NA	Comments
Blades are guarded with openings that are no larger than a ½ inch, front and back?				
Safeguards are firmly secured and not easily removable?				
*Note: Fans at or above 7 feet from the working surface do not require guarding unless operations place an employee closer.				



Belts, Pulleys, Gears, Sprockets, and Chains				
Building:	Location:			Unit:
General Requirements for Machine Guarding	Y	N	NA	Comments
Belts, gears, pulleys are properly guarded with a fixed guard?				
Safeguards are firmly secured and not easily removable?				



Drive Shafts				
Building:	Location:		Unit:	
				
General Requirements for Machine Guarding	Y	N	NA	Comments
Drive shaft is properly guarded with a fixed guard?				
Safeguards are firmly secured and not easily removable?				



Augers				
Building:		Location:		Unit:
General Requirements for Machine Guarding	Y	N	NA	Comments
Gears and transmission are properly guarded with a fixed guard?				
Safeguards are firmly secured and not easily removable?				
Guards are in place to prevent limbs and clothes from being caught and pulled into the auger?				



Conveyers				
Building:	Location:		Unit:	
General Requirements for Machine Guarding	Y	N	NA	Comments
Transmission and belts are properly guarded?				
Safeguards are firmly secured and not easily removable?				
Nip points at the Head and Tail pulleys are guarded or safe proximities are established?				
Conveyor is properly mounted to floor?				



Revolving Barrels, Containers and Drums				
Building:	Location:			Unit:
				
General Requirements for Machine Guarding	Y	N	NA	Comments
Properly guarded by an enclosure or appropriate administrative control?				
Interlocks are in place and properly maintained?				
Operating controls require the operator to be outside the enclosure to activate the equipment?				
Revolving barrel/container/drum is properly mounted to floor or movement is limited according to manufacturer instructions?				



General Machine Guarding Assessment				
Description:				
Building:		Location:		Unit:
General Requirements for Machine Guarding	Y	N	NA	Comments
Machine safeguards prevent worker's hands, arms, or other body parts from making contact with moving parts?				
Safeguards are firmly secured and not easily removable?				
Safeguards permit safe, comfortable, and relatively easy operation of the machine?				
Machine controls within easy reach of the operator?				
Procedures established to ensure machine is shut down before guard is removed?				
Machine is properly mounted to stand/bench/floor or movement is limited according to manufacturer instructions?				
Guarding of Mechanical Hazards	Y	N	NA	Comments
Point-of-operation guards provided and in place?				
Gears, sprockets, pulleys, and flywheels guarded?				
Belts and chain drives guarded?				
Physical barriers are in place?				
Exposed set screws, key ways, collars, and the like guarded?				
Guards provide for any other hazardous moving part of machine?				

Note: This is a general assessment for machine guarding that is not specifically addressed by a checklist in this guide.