

Welcome to the Hard Hat Training Series!



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WARNING!

KEEP HANDS AWAY FROM CUTTER HEAD
GUARD MUST BE OVER CUTTER HEAD

WARNING!

KEEP HANDS AWAY FROM CUTTER HEAD
KEEP HANDS OFF TOP SURFACE OF BOARD WHEN
FEEDING. NEVER REACH INTO RUNNING MACHINE

6406-3204

Welcome to the Hard Hat Training Series. Today you will learn about Machine Guarding Safety Procedures. We will strive to provide information that will increase your knowledge and help to make you a better and safer operator.



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MACHINE GUARDING
SAFETY TRAINING





Machines have been designed to simplify our lives by performing a lot of the hard work and heavy lifting needed to complete a variety of tasks in our day-to-day lives. However, these machines can create enormous amounts of force, which can be hazardous if they are not well guarded.





Unguarded and inadequately guarded machines are often prevalent in the workplace. They present hazards to workers such as amputations, cuts, crushing, and abrasions. Many people are injured in these ways due to reaching into machines, no lockout/tagout, or the guards themselves are missing, loose or have been tampered with.





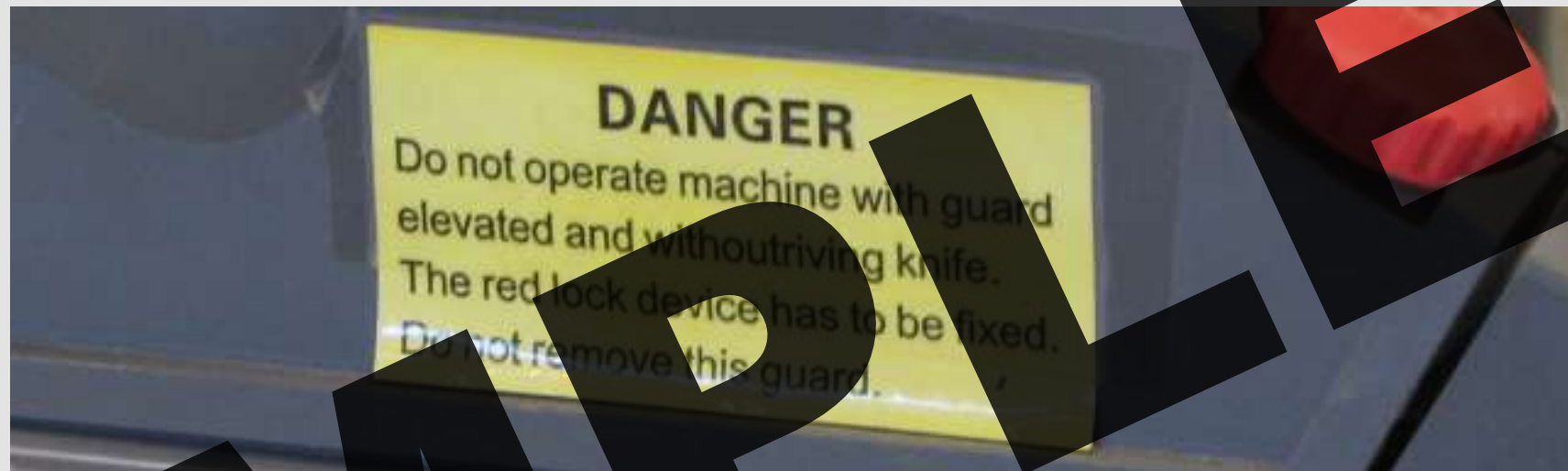
Often times, these injuries result in permanent disability. This is why it so important to recognize and control potential hazards while operating machines.



The goal today is to focus on general safety principles and provide information that will increase your recognition of potential hazards, improve your knowledge of safe operations, and keep you and those around you safe.



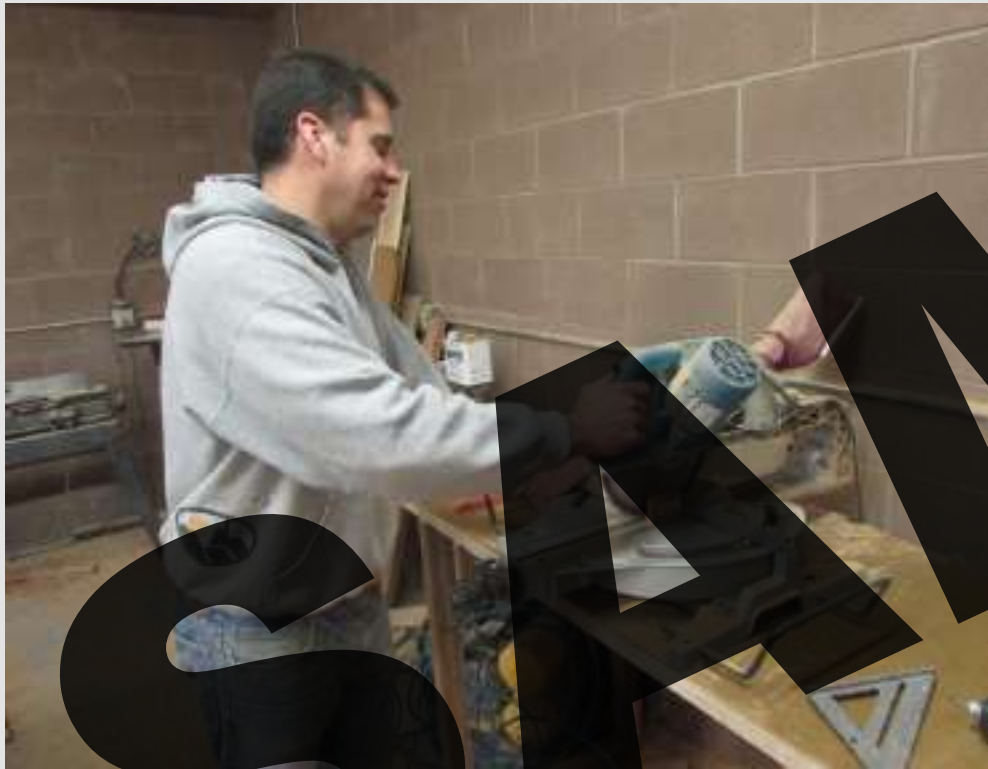
We will outline machine parts that could become hazardous if not properly guarded, and if your machine is missing guards we will discuss some options you have to eliminate that hazard.





We will also review the five methods of machine guarding. This will help you become familiar with the types of guards and their characteristics.

Additionally, we will explain the requirements set by standards for machine safeguards. We will analyze real case studies in order to determine safeguarding mistakes, and ultimately help you prevent any injuries in your workplace.



Point of Operation

The point of operation is the area where work is done on material. In other words, where the cutting, pressing, drilling, bending, punching, or other operations are performed. This area must be guarded for the protection of the operator.





STANDARDS

- 1910 Subpart O, Machinery and Machine Guarding
- 1910.212, General requirements for all machines
- 1910 Subpart P, Hand and Portable Powered Tools and Other Hand-Held Equipment
- 1917 Subpart G, Marine Terminals
- 1918 Subpart I, Longshoring
- 1926 Subpart I, Construction Industry
- 1928 Subpart D, Agriculture Industry

First and foremost, safety starts with a knowledge and basic understanding of the standards governing your specific industry and work situation. Here are some of the other main machine guarding standards, but it is your responsibility to be familiar with and heed all standards specific to your industry, state, city and company.



OSHA

SAE
INTERNATIONAL

STANDARDS

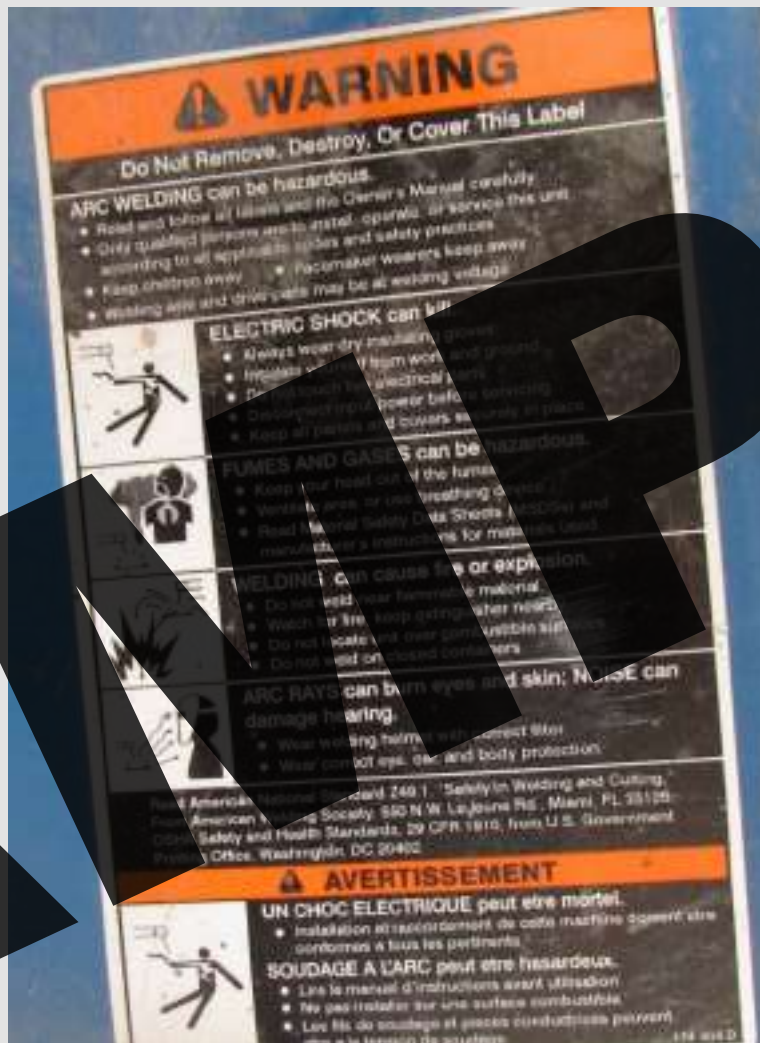
29 CFR 1910.212(a)(3)(ii) The point of operation of machines whose operation exposes an employee to injury, shall be guarded. The guarding device shall be in conformity with any appropriate standards therefor, or, in the absence of applicable specific standards, shall be so designed and constructed as to prevent the operator from having any part of his body in the danger zone during the operating cycle.

ANSI

ASME

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Safely operating a machine consists of having been properly trained on the machine, knowing where the potential hazards are, what guards and warnings are required, and how they operate.



Training

Training is vital to safety. And not only training, but a conscious application of that training. Training is giving knowledge to employees, allowing them to be safe and efficient workers for the company. When employees are not safe, it is typically because they do not know how to be; or they don't understand the importance of the safety features on the equipment.



Often times workers and employers ask, “Where does it state we need to be trained?” Can’t a worker also be deemed “qualified” based on experience? First, 29 CFR 1926.21(b)(2), the employer responsibility section on safety training and education for the construction industry, states that “the employer shall instruct each employee in the recognition and avoidance of unsafe conditions and the regulations applicable to his work environment to control or eliminate any hazards or other exposure to illness or injury.” Similar verbiage exists across all industries and standards.



Employees are required to immediately report to supervisors if any problems arise with machines. Additionally, they should not operate any machines or equipment until the requirements for safeguarding have been met.





All training and machine guarding must be overseen by management. They are required to provide the training and ensure that all machines are properly guarded, as well as ensuring that employees utilize the training and safe work techniques.

Ultimately, in the case of an accident, authorities will want to see proof of training. If you cannot furnish proof, and can only offer up that the worker came into the job with “X” number of years experience, you will most likely have problems. For this reason, it is wise to keep a sign-in sheet that states what the training is on, who should be present, and signatures of those who were present at the training. Good recordkeeping can benefit a company in other ways as well.



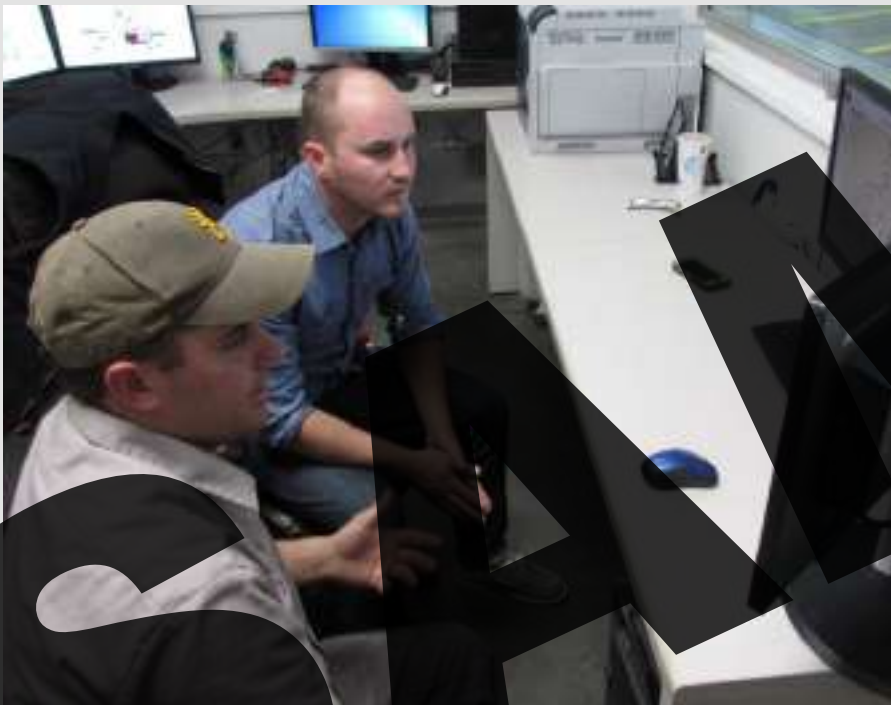
Did you know?

OSHA 1910.147(c)(7)(i) states that the employer:

“shall provide training to ensure that the purpose and function of the energy control program are understood by employees and that the knowledge and skills required for the safe application, usage, and removal of the energy controls are acquired by employees.”



Whether you are an employer or employee, training is your best friend. It gives employees direction, comfort, and confidence. These are great benefits, especially when starting a new job or using a machine you are not familiar with.





Did you know?

29 CFR 1910.147 specifies that a worker **must** take a refresher course if any of the following apply:

- Before the employee is assigned any new duties
- There is a change in assigned duties
- There is a change in machinery, equipment or processes that present new hazards
- When there is a change in energy control procedures
- When the employer believes there are inadequacies regarding the knowledge or procedures

With this in mind, anyone working in or around where machine guarding programs are used must receive awareness and hazards training. Requirements for refresher training are also very specific, as noted above. It is also a good idea to do refresher training at least annually, just to be sure that the machines are being used correctly.



Initial training, as well as any evaluations or refresher courses must be documented with the name of the person or persons who taught the class or conducted the evaluation. Although wallet cards are not required as proof of training, many companies and worksites do require onsite proof that you have been trained. At the very least, in the case of an investigation, it is important to have proof of proper and consistent training (in the way of training outlines, class lists, training goals, tests, certificates, etc.).

Equipment

SAMPLE



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