

Type of machine: _____

Machine identification: _____

Step 1-Identify the Hazard

Typically, the following machinery parts are dangerous and can be a risk to anyone near the machine. Use this list as a guide to identify the danger points or hazards on a machine.

Parts which move or transmit power

- ❖ belts & pulleys
- ❖ flywheels & gear wheels
- ❖ shafts & spindles
- ❖ slides & cams
- ❖ chain & sprocket gear
- ❖
- ❖

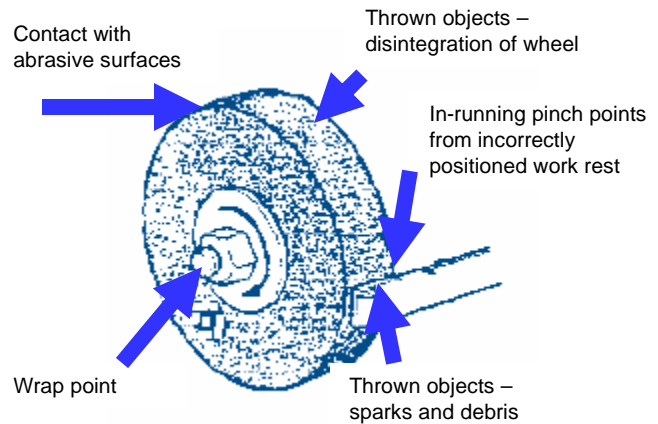
Parts that do the work

- ❖ tools & dies
- ❖ guillotine blades
- ❖ milling cutters
- ❖ circular saws
- ❖ drills & chucks
- ❖
- ❖

Look for moving parts

- ❖ pinch points
- ❖ wrap points
- ❖ shear points
- ❖ crush points
- ❖ pull-in points
- ❖ thrown objects
- ❖

Hazards at Abrasive Wheel



Describe the hazard: _____

Step 2-Assess the Risk

To determine a priority for each risk circle a score between 1 and 3 (1 = Catastrophic and 3 = minor)

Priority Chart	SEVERITY: How severe would the injury be?			
PROBABILITY: How likely COULD it happen?	CATASTROPHIC <i>Death or permanent disability</i>	CRITICAL <i>Severe injury</i>	MARGINAL <i>Minor injury, more than first aid</i>	NEGLIGIBLE <i>First aid visit</i>
Likely to occur immediately or within a short period of time	1	1	2	3
Probably will occur in time	1	1	2	3
May occur in time	1	1	2	3
Unlikely to occur	2	2	3	3

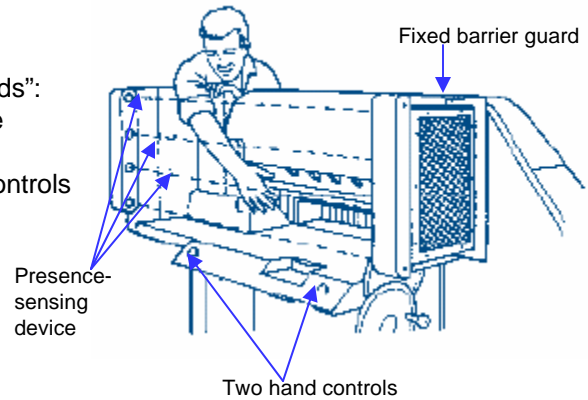
- If you score a 1, do something **NOW**
- If you score a 2, do something by _____
- If you score a 3, review the risk by _____

Step 3-Correct, Eliminate or Control the Hazard

Choose a control measure using the highest possible level (1-3):

1. **Eliminate the risk**
 - Engineer it out
 - Remove or disable the operation
2. **Control the risk**
 - Provide and use guards
 - Provide and use devices
 - Provide and use "other safe methods": opening, holding, position, distance
3. **Other**
 - Use administrative/management controls
 - Use personal protective equipment

Safeguarding to Control Risk



Identify safeguarding method selected:

Step 4 - Make an Action Plan & Follow-up

Action to be taken NOW	Fix by Date	By Whom	Review Date
• • • • • • • • •	Immediate ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓		

Action to be taken LATER	Fix by Date	By Whom	Review Date
• • • • • • • • •			