

### **General Machinery Safety Instructions**

Machinery House requires you to read this entire Manual before using this machine.

- Read the entire Manual before starting machinery. Machinery may cause serious injury if not correctly used.
- 2. Always use correct hearing protection when operating machinery. Machinery noise may cause permanent hearing damage.
- Machinery must never be used when tired, or under the influence of drugs or alcohol. When running machinery you must be alert at all times.
- **4. Wear correct Clothing.** At all times remove all loose clothing, necklaces, rings, jewelry, etc. Long hair must be contained in a hair net. Non-slip protective footwear must be worn.
- 5. Always wear correct respirators around fumes or dust when operating machinery. Machinery fumes & dust can cause serious respiratory illness. Dust extractors must be used where applicable.
- **6. Always wear correct safety glasses.** When machining you must use the correct eye protection to prevent injuring your eyes.
- Keep work clean and make sure you have good lighting. Cluttered and dark shadows may cause accidents.
- 8. Personnel must be properly trained or well supervised when operating machinery. Make sure you have clear and safe understanding of the machine you are operating.
- Keep children and visitors away. Make sure children and visitors are at a safe distance for you work area.
- Keep your workshop childproof. Use padlocks, Turn off master power switches and remove start switch keys.
- Never leave machine unattended. Turn power off and wait till machine has come to a complete stop before leaving the machine unattended.
- **12. Make a safe working environment.** Do not use machine in a damp, wet area, or where flammable or noxious fumes may exist.
- 13. Disconnect main power before service machine. Make sure power switch is in the off position before re-connecting.

- 14. Use correct amperage extension cords. Undersized extension cords overheat and lose power. Replace extension cords if they become damaged.
- **15. Keep machine well maintained.** Keep blades sharp and clean for best and safest performance. Follow instructions when lubricating and changing accessories.
- 16. Keep machine well guarded. Make sure guards on machine are in place and are all working correctly.
- **17. Do not overreach.** Keep proper footing and balance at all times.
- **18. Secure workpiece.** Use clamps or a vice to hold the workpiece where practical. Keeping the workpiece secure will free up your hand to operate the machine and will protect hand from injury.
- 19. Check machine over before operating. Check machine for damaged parts, loose bolts, Keys and wrenches left on machine and any other conditions that may effect the machines operation. Repair and replace damaged parts.
- **20. Use recommended accessories.** Refer to instruction manual or ask correct service officer when using accessories. The use of improper accessories may cause the risk of injury.
- **21. Do not force machinery.** Work at the speed and capacity at which the machine or accessory was designed.
- 22. Use correct lifting practice. Always use the correct lifting methods when using machinery. Incorrect lifting methods can cause serious injury.
- 23. Lock mobile bases. Make sure any mobile bases are locked before using machine.
- 24. Allergic reactions. Certain metal shavings and cutting fluids may cause an ellergic reaction in people and animals, especially when cutting as the fumes can be inhaled. Make sure you know what type of metal and cutting fluid you will be exposed to and how to avoid contamination.
- **25. Call for help.** If at any time you experience difficulties, stop the machine and call you nearest branch service department for help.





### **Roller Conveyor Safety Instructions**

### Machinery House

requires you to read this entire Manual before using this machine.

- Maintenance. Make sure the Roller Conveyor has stopped operating before any inspection, adjustment or maintenance is carried out.
- 2. Roller Conveyor Condition. Roller Conveyor must be maintained for a proper working condition. Never operate Roller Conveyor that has damaged or worn parts or loose bolts. Inspect rollers to ensure that they rotate freely. Scheduled routine maintenance should performed on a scheduled basis.
- **3. Guards.** Guards and barriers should be installed to prevent access to the conveyor's moving parts.
- Electrical. The conveyor should be properly grounded to prevent electrical hazards.
- **5. Installation.** The conveyor should be bolted together as per the user manual and installed only on a solid surface and leveled appropriately.
- 6. Load Rating. Do not overload the Roller Conveyor, refer to the user manual for maximum capacities and roller load limits. Serious injury or death can occur.
- 7. Pinch Point. Keep hands and fingers clear from moving parts. Serious injury can occur if hand or finger tips get pinched by rolls and can be dragged into machine.
- **8. Personal Protection.** Appropriate PPE, including gloves, safety glasses, and steel-toed shoes are recommended during operation.
- **9. Avoiding Entanglement.** Workers' hands, fingers, or clothing can become caught in the conveyor's moving parts, such as rollers, chains, or sprockets.
- Before Operating. Workers should ensure that the conveyor is clear of any objects or debris before use.

- 11. Materials Handling. Conveyor should be used to transport materials or items it is originally intended and designed to handle. Do not load conveyor beyond its designed handling capacity. Do not overhang materials or objects greater than the width of the rollers.
- **12. Trained Operator.** This Roller Conveyor must be operated by authorized and trained personnel.
- 13. Work Area Hazards. Keep the area around the Roller Conveyor clean from oil, tools, objects, boxes, products etc. Pay attention to other persons in the area and know what is going on around the area to ensure unintended accidents.
- 14. Heavy Objects. Make sure procedures are in place for loading heavy objects onto the Roller Conveyor. Serious injury can occur.
- **15. Do Not Ride Conveyor.** Climbing, sitting, walking or riding on Roller Conveyor at any time will cause serious injury or death. KEEP OFF.
- **16. Hearing Protection and Hazards.** Always wear hearing protection as noise generated from Roller Conveyor and workpiece can cause permanent hearing loss over time.
- **17. Call for help.** If at any time you experience difficulties, stop the machine and call you nearest branch service department for help.



## PLANT SAFETY PROGRAM

# **NEW MACHINERY HAZARD IDENTIFICATION, ASSESSMENT & CONTROL**

### Roller Conveyor

This program is based upon the Safe Work Australia, Code of Practice - Managing Risks of Plant in the Workplace (WHSA 2011 No10) Developed in Co-operation Between A.W.I.S.A and Australia Chamber of Manufactures

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| CUTTING, STABBING, PUNCTURING.  SHEARING  STRIKING  ELECTRICAL  OTHER HAZARDS, NOISE. | SHEARING STABBING, PUNCTURING. SHEARING STRIKING ELECTRICAL HER HAZARDS, NOISE. | CRUSHING CRUSHING, STABBING, PUNCTURING. SHEARING STRIKING ELECTRICAL HER HAZARDS, NOISE.  |
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|   |   | W Guards and barriers should be installed to prevent access to the conveyor's moving parts Ensure safe procedures are in place when loading heavy objects.  Refer to manual for Roller Conveyor Maximum Capacities and Roller Load Limits.  IUM Isolate Roller Comveyor prior to any checks or maintenance being carried out.  Do not adjust or clean until the moving parts have come to a complete stop.  Wear gloves to prevent cuts from material.  IUM Isolate Roller Conveyor when checks or maintenance is being carried out.  Guards and barriers should be installed to prevent access to the conveyor's moving parts Hands should be kept clear of moving parts such as rolls etc.  IUM Guards and barriers should be installed to prevent access to the conveyor's moving parts Ensure safe procedures are in place when loading heavy objects. |
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Authorised and signed by:
Safety officer:.....

Manager:....

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