

General Shop Equipment

Facility:	Written By:	Approved By:	Date Created:	Date of Last Revision

Hazards Present:	PPE or Devices Required:	Additional Training Required:
Vehicle or property damage	Steel toed boots	
Serious injury	Eye protection	
Pinch points	Hand protection	
	Hearing protection	

Safe Work Procedure:

- 1) The workplace must be provided with equipment that meets the requirements of the standards and regulations.
- 2) All machines should be constructed and maintained so that while running at full or idle speed and with the largest attachment it is free of excessive noise and harmful vibration.
- 3) All machines except mobile or portable ones should be leveled and if necessary vibration dampened.
- 4) All machines should be securely fastened to the floor or other suitable foundation to eliminate movement/walking.
- 5) Small units should be secured to benches or stands of adequate strength and design.
- 6) Arbors and mandrels should be constructed to ensure a firm and secure bearing and free from slip or play.
- 7) Loose clothing, long hair and jewelry should not be worn around rotating parts and nip points.
- 8) Adjustments should not be made if at all possible while the machine is running.

If an emergency situation occurs while conducting this task, or there is an equipment malfunction, engage the emergency stop and follow the lock out procedure

REPORT ANY HAZARDOUS SITUATIONS TO YOUR SUPERVISOR

Guidance Documents/Standards:

MB Workplace Safety & Health Act & Regulations:

- 2.1 Safe Work Procedures
- 4 General Workplace Requirements
- 6 Personal Protective Equipment
- 16 Machines, Tools and Robots

This Safe Work Procedure will be reviewed any time the task, equipment or materials change and at a minimum of every three years

Reviewed By WSH Committee:

Date: