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Weekly Safety Meeting

Machinery Safety

According to the Bureau of Labor Statistics, in 2025, there were 756 contact incident fatalities in the United States. These include contact with another person; collapse/engulfment; struck by a propelled/falling/suspended object; stuck/caught or compressed by running powered equipment; and contact with non-running objects or equipment. That's about a sixth of all fatalities in the workplace in 2024. Many of those fatalities which could have been prevented.

Cleaning a jammed conveyor, reaching for a wrench, or retrieving a dropped glove are common tasks. Yet, each of these acts can lead to a serious injury. Many injuries occur during equipment maintenance. Sometimes workers try to disengage the safety guards while servicing equipment or get caught in power transmissions such as belts, pulleys, running rolls, chains, or sprockets. Other injuries occur when equipment is unguarded or when machinery starts unexpectedly.

If some basic precautions are taken, protecting workers from these injuries can be simple and inexpensive. Inexpensive physical controls such as machine guards can prevent many injuries. The important thing is that the guards remain in place. Bright, contrasting colors painted on machine guards and points of operation give workers a visual warning and can make it easy to spot missing guards. Good lighting also helps spot dangerous conditions or unguarded machinery.

Be Alert Working Around or Operating Machinery:

The Point of Operation:

The point of operation is where the work of the machine takes place. It's where the pressing, cutting, punching, and boring take place. It's a place where no part of the body should be. The point of operation may also produce sparks or fragments that can fly toward the operator. Safety glasses are important for this type of work.

The Power Train:

The power train is where energy is transferred through moving parts like gears, shafts, belts, cables, and hydraulic or pneumatic cylinders. No body parts should be in these areas either. Employees should report any missing guards to their supervisor before operating this equipment.

Regular maintenance by experienced workers can make a big difference in preventing equipment jams and in reducing the risk of injury from being caught by, or falling into, machinery. Employers should establish and train workers to follow safe work practices around machinery and other

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electrical equipment. The law requires equipment to be turned off and locked out during any maintenance to prevent someone from turning it on unexpectedly.

Recognize and Understand the Following When Working Around Machinery:

- The location of machine guards and points of operation;
- The purpose of color-coded machinery alerting workers to hazards and to help pinpoint missing guards;
- The danger of pinch points and importance of guards on in-running rolls, belts, pulleys, chains, and sprockets;
- Knowing and following established lockout/tagout procedures;
- Knowing when machines have been shut down for maintenance or to clear jams;
- Assuring that machines remain off while they are shut down for maintenance;
- Knowing and observing electrical safety work practices developed by the company; and
- Understanding the importance of keeping machinery clean to prevent equipment jams.

Identify all Potential Hazards:

- Pinch points;
- Objects that can hit you;
- Things you can get caught in;
- Things you can be pushed against;
- Equipment under pressure;
- Contact with electricity or heat;
- Sheer points or compression points; and
- Any other hazards such as chemicals.

Remember, that it is up to each worker to report unsafe pinch points, so that guards can be fabricated or purchased for installation on the equipment. Check your work area for hazards such as unguarded winch drives, chain drives, belts, augers, etc. Most machinery has some type of a pinch point and the only way to make them safe is by adequate guarding, which prohibits entry of fingers, clothing, or hair.

If guards are installed and a part of the machinery, make sure they are all in place before running the equipment. Review the machine carefully after repairs or maintenance has been completed, since guards must be removed for many types of this work.

Don’t put your life, or someone else’s life, in the hands of a third party who might have removed the guard for maintenance or some other purpose and forgot to re-install it after he was through.

The surest way to safeguard worker hands and fingers is for everyone to stay alert when working around machinery or moving equipment and to follow established company safety practices and use common sense.

PAY ATTENTION…WHEN WORKING WITH POWERED EQUIPMENT!!

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Safety Meeting Sign-In Sheet

Supervisor:	Subject:
Location:	Date:
Conducted By:	Trainer Signature:

Name (print clearly)	Signature	Comments / Safety Concerns / Training Requests

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