TAGPOINT.

Machine safety check

A check of every machine in one area before it runs, from the area around it to its guards, stops and isolation. One sheet per area per week.

SITE

AREA OR LINE

WEEK COMMENCING

CHECKED BY

Machine and ID	Area clear	Guards in place and undamaged	Interlocks stop the machine	Emergency stops work	Runs normally	No leaks	Isolation and lock-off ready	Signs in place	Date checked	Initials

HOW TO USE THIS SHEET

1. Write each machine in the area on its own row, then check every one before it runs.
2. Test interlocks and stops the way your safe system of work for that machine says.
3. A guard missing, a stop that fails or a leak? Stop and isolate the machine, write it below and tell your supervisor.

KEY

- ✓ OK
- ✗ Fault: write it in the box below
- – Not fitted on this machine

WHAT TO LOOK FOR

Area around the machine

- Floor clear of trip hazards, spills and stored items
- Walkways and the operator's position marked and unobstructed

Guards and interlocks

- Fixed guards in place, every fixing present and tight
- No gaps or damage that would let a hand reach moving parts
- Opening an interlocked guard stops the machine, which will not start with it open
- No switch taped, wedged or bypassed

Stops and controls

- Emergency stops easy to reach, and the machine stays stopped until reset
- Pull wire taut along its length, and a pull anywhere stops it
- Starts and stops normally, controls clearly marked

Running condition

- No unusual noise, vibration, heat or smell
- No leaks of oil, hydraulic fluid or air

Isolation and signs

- Isolator reachable and lock-off kit in place
- Warning and instruction signs in place and readable

Faults Write each fault, who you told and what was done.

Date	Machine	Fault found	Reported to	Action taken	Machine isolated?	Signed off by
					Yes No	
					Yes No	
					Yes No	

Relates to: PUWER 1998, which expects guards or protection devices on dangerous parts of machinery, and work equipment kept in good repair and inspected where it can deteriorate.

Free to copy and adapt. Not legal advice.

Try this check on your phone

Scan the code and do it on Conveyor 3 at our live demo site. No app, no sign-in.

Then run it on your own, free for 30 days: tagpoint.co.uk/machine-safety-checks/