

Machine Guarding Policy

The purpose of the Machine Guarding Policy is to protect employees from the hazards associated with machine operations, and to ensure compliance with New Hampshire Department of Labor Standards

A. Employers Responsibilities

The employer must evaluate all machinery in the workplace to determine if any hazards are present which may endanger or cause injury to employees. He/She must take necessary measures to guard any machine part, function, or process that may cause injury. The employer is also responsible for Ensuring that machinery designed for use in a fixed location is anchored to prevent walking or moving during normal operations.

B. Employee Responsibilities

Employees may operate machinery only when all necessary machine guards are in place and working correctly. He/She may not remove any machine guard unless authorized to do so and has appropriately de-energized equipment. The employee is responsible for reporting all missing and malfunction machine guards to employer immediately upon discovery.

C. Procedural Overview

All of the following hazardous motions and actions must be safeguarded:

- Rotating (including in-running nip-points)
- Reciprocating
- Transversing
- Cutting
- Punching
- Shearing
- Bending

All machine guards shall prevent hands, arms, or any other part of the worker's body or clothing from coming in contact with dangerous moving parts. The guards may not be easily removed or tampered with, and must protect objects from falling into moving parts of machinery. All guards are not create any new hazards due to its construction, cause any interference for the machine process or the operator; and shall allow for safe lubrication.

The following types of safeguards are acceptable forms of protection against the hazards of machinery operation:

- Fixed, interlocked, adjustable and self adjusting guards
- Presence-sensing, pullback and restraint devices

- Restraints
- Safety trip, two-handed and two-hand trip safety controls
- Gates
- Location and distance
- Automatic and semi-automatic feeding machinery
- Automatic and semi-automatic ejection machinery
- Any other method that protects against the hazards of machinery operation

Guards for mechanical power transmission equipment must be made of metal or other rigid material for safety. Wood guards may be used in the woodworking and chemical industries in industries where atmospheric conditions would rapidly deteriorate metal guards, or where temperatures extremes make metal guards undesirable. Any machinery designed for use in a fixed location must be securely anchored to prevent walking or moving during normal operations.

When using a mechanical power press, the point-of-operation guards must be used to prevent entrance of fingers or hands into the point-of-operation by reaching around, through, over and under the guard. Guards must be placed over the treadle of foot operation presses. On presses with pedal counterweights, the path of travel of the weight must be enclosed. Machines using full revolution clutches shall incorporate a single stroke mechanism except where automatically fed in continuous operations and where the points of operation are safeguarded by a fixed barrier guard.

Revolving drums, barrels, or containers must be guarded by an interlocked guard that prevents the drum from revolving unless the guard enclosure is in place.

Hand fed jointers with a horizontal cutting head shall have an automatic guard, which shall cover the section of the head on the working side of the fence or cage, a guard that covers the back of the cage or fence, and a guard that automatically adjusts itself to cover the unused portion of the head and that remains in contact with the material at all times.

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