

EMPLOYEE TRAINING RECORD

TRAINING TITLE Machine Guarding - General

KEY TEACHING POINTS

Machine guards protect employees from the hazards associated with contact with an operating machine. They prevent injury by creating a physical barrier between the employee and the machine. Machine guards must be in place before a machine is activated.

MECHANISMS REQUIRING GUARDS

- Rotating mechanisms
- Cutting or shearing mechanisms
- Inrunning points
- Screw or worm mechanisms

WHERE GUARDING IS NECESSARY

- Material - entrance, removal, scrap removal
- Vision - cutting, line, inspection, selection
- Lubrication - greasing, oiling, cleaning
- Adjustments - repairs, alterations, changes

GUARDING SHOULD TAKE PLACE AT TWO POINTS

- The point of operation
- The point where power is delivered to the machine

TYPES OF GUARDS

- Fixed enclosure
- Interlocking
- Automatic
- Remote control, placement, feeding, and ejecting

TEST

QUESTION	ANSWERS	
	TRUE	FALSE
1. Machine guards must be in place before a machine is activated.	<input type="checkbox"/>	<input type="checkbox"/>
2. Guards should not be placed where you need to feed material to a machine.	<input type="checkbox"/>	<input type="checkbox"/>
3. Common sense is all that is needed to protect employees from the hazards of rotating equipment.	<input type="checkbox"/>	<input type="checkbox"/>
4. Guards do protect your vision from flying items.	<input type="checkbox"/>	<input type="checkbox"/>
5. Interlocks are a type of guard that deactivates a machine being worked on.	<input type="checkbox"/>	<input type="checkbox"/>
EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE
INSTRUCTOR'S NAME	INSTRUCTOR'S SIGNATURE	DATE

1. True 2. False 3. False 4. True 5. True