

Optional Information

Name of School:

Date of Inspection:

Vocational Program/Course/Room:

Signature of Inspector:

**Machines- General Requirements  
Self-Inspection Checklist**

Guidelines: This checklist covers regulations issued by the U.S. Department of Labor, Occupational Safety and Health Administration (OSHA) under the general industry standards 29 CFR 1910.212 & 1910.213 and regulations issued by the New Jersey Department of Education in N.J.A.C. 6A:19-10.4 and 6A:26-6.2. It applies to all machines in order to protect the operator and others near the machine from hazards such as those created by point of operation, ingoing nip points, rotating parts, flying chips and sparks. Examples of guarding methods are barrier guards, two-hand tripping devices, and electronic safety devices. Any question marked with the symbol (⊗) indicates a history of previous violations in vocational schools. Any question marked with the symbol (☞) may require the help of an outside expert. The questions that are most likely not the responsibility of the individual teacher are marked with an asterisk (\*) next to the number of the question.

Please Circle

- 1.⊗ Are all machines guarded to protect the operator and other people in the machine area from hazards such as those created by point of operation, ingoing nip points, rotating parts, flying chips, and sparks? [29 CFR 1910.212(a)(1)]

Y N N/A DK

Comments/Corrective Action

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- 2.⊗ Is the point of operation guarded, if operation of the machinery exposes individuals to injury? [29 CFR 1910.212(a)(3)(ii)] Y N N/A DK

Note: The guard must be in conformity with the appropriate standards or, in the absence of applicable specific standards, shall be so designed and constructed as to prevent the operator from having any part of his/her body in the danger zone during the operating cycle.

Examples of cited violations include: paper cutters had no finger guards, a radial arm saw's blade protruded beyond the edge of the cutting table during its operating cycle, bench and pedestal drills had no bit guards and lathes had no shields.

3. Are guards attached to the machine when possible, and if that is not possible, attached elsewhere? [29 CFR 1910.212(a)(2)] Y N N/A DK
4. If hand tools are used for placing or removing material, are they designed to be easily handled without the student or teacher having to place a hand in the danger zone? [29 CFR 1910.212(a)(3)(iii)] Y N N/A DK

Note: Such tools are not a substitute for guarding. They can only be used as supplemental protection.

5. Are revolving drums, barrels and containers guarded by an enclosure that is interlocked so that it cannot revolve unless the enclosure is in place? [29 CFR 1910.212(a)(4)] Y N N/A DK

Comments/Corrective Action

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- 6.☹ Are all fans less than 7 feet from the floor provided with guards that have openings no larger than one-half (1/2) inch? [29CFR 1910.212(a)(5)] Y N N/A DK

Note: Examples of cited violations include: exhaust fan blades and floor fans were not provided with protective guards, a portable table fan had a blade guard whose openings were approximately one inch in width, and a guard was broken creating a hole approximately 4" x 2".

- 7.☹ Is all machinery designed for a fixed location securely anchored to prevent "walking" or "moving?" [29 CFR 1910.212(b)] Y N N/A DK

8. Are all machines constructed, installed and maintained as to be free from excessive vibration or play? [N.J.A.C. 6A:19-10.4(a)] Y N N/A DK

9. Are all machines and equipment requiring the presence of an operator not left unattended while in operation or still in motion? [N.J.A.C. 6A:19-10.4(c)] Y N N/A DK

10. Are all machines provided with a power cut off switch that an operator can reach without leaving the operating position? [N.J.A.C. 6A:19-10.4(d)] Y N N/A DK

- 11.☹ Is all fixed motorized machinery equipped with a magnetic-type switch designed to prevent automatic restarting of machinery upon restoration of power after a power failure or electrical cutoff? [N.J.A.C. 6A:19-10.4(e), N.J.A.C. 6A:26-6.2(f)2 and 29 CFR 1910.213(b)(3)] Y N N/A DK

Comments/Corrective Action

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| 12.   | Are all machine operating controls easily reachable from the standard operating position and away from any hazardous point of operation? [N.J.A.C. 6A:19-10.4(f) and 29 CFR 1910.213(b)(4)]  | Y N N/A DK |
| 13.   | Are all electrically powered machines provided with a positive means for rendering the motor starting controls inoperative while repairs or tool changes are being made? [N.J.A.C. 6A:19-10.4(g) and 29 CFR 1910.213(b)(5)]  | Y N N/A DK |
| 14.   | Is your shop equipped with two or more push-type emergency cut-out switches for de-energizing the electrical supply to nonportable machinery provided at appropriate locations for each 1000 square feet of shop floor area or fraction thereof? [N.J.A.C. 6A:19-10.4(h) and 6A:26- 6.2(f)1] | Y N N/A DK |
|       | Note: The switch must have a clear unobstructed access of at least 36 inches. In addition, the reset of the switch must be key operated.   |            |
| 15.   | Are all power tools and machines which generate dust connected to a dust collection system? [N.J.A.C. 6A:19-10.4(i) and 6A:26-6.2(b)5]   | Y N N/A DK |
| 16.*☞ | Are dust collections systems permitted by the New Jersey Department of Environmental Protection (NJDEP) and are all local exhaust discharges into the outside air in compliance with NJDEP air pollution control regulations? [see the "Air Pollution Control" checklist]                    | Y N N/A DK |

Comments/Corrective Action

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