

Optional Information

Name of School:

Date of Inspection:

Vocational  
Program/Course/Room:

Signature of Inspector:

**Mechanical Power-Transmission Apparatus  
Self-Inspection Checklist**

Guidelines: This checklist covers the regulations issued by the U.S. Department of Labor - OSHA under the General Industry standard 29 CFR 1910.219 which was adopted by reference. Recent changes to national electric and fire codes (2007-09) did not require edits.

Definitions of terms appearing below in bold, italicized font are provided at the end of the checklist to help you understand some of the questions.

This checklist does not address power-transmission apparatus located in basements; guarding friction drives; and belt shifters, clutches, shippers, poles, perches, and fasteners. Consult 29 CFR 1910.219 for the regulations dealing with these types of equipment.

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Care of Equipment

Please Circle

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|---|------------|
| 1. Is the power-transmission equipment inspected every 60 days or less and kept in good working conditions at all times? [29 CFR 1910.219(p)(1)]                        | Y N N/A DK |
| 2. Are hangers inspected to make certain that all supporting bolts and screws are tight and that supports of hanger boxes are adjusted properly?[29 CFR 1910.219(p)(4)] | Y N N/A DK |
| 3. Is machinery oiled when not in motion, whenever possible? [29 CFR 1910.219(p)(7)]  | Y N N/A DK |
| 4. Do regular oilers wear tight-fitting clothing? [29 CFR 1910.219(p)(7)]   | Y N N/A DK |

Comments/Corrective Action:

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Prime-Mover Guards

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| 5. Are fly wheels, when exposed to contact, guarded by an enclosure, guard rail and/or toeboard? [29 CFR 1910.219(b)(1)] | Y N N/A DK |
| 6. Are crank and connecting rods, when exposed to contact, guarded? [29 CFR 1910.219(b)(2)]                              | Y N N/A DK |
| 7. Are tail rods or extension piston rods guarded? [29 CFR 1910.219(b)(3)]   | Y N N/A DK |

Shafting

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| 8. Is each continuous line of shafting secured in position against excessive end movement? [29 CFR 1910.219(c)(1)(i)]  | Y N N/A DK |
| 9. Are inclined and vertical shafts, particularly inclined idler shafts, securely held in position against end-wise thrust? [29 CFR 1910.219(c)(1)(ii)]  | Y N N/A DK |
| 10. For horizontal shafting 7 feet or less above the floor or working platform, are all exposed parts protected by a stationary casing completely enclosing the shafting or by a trough enclosing the sides and top or sides and bottom of the shafting as the location requires? [29 CFR 1910.219(c)(2)(i)] | Y N N/A DK |
| 11. Is shafting under bench machinery enclosed by a stationary casing, or by a trough at sides and top or sides and bottom as location requires? [29 CFR 1910.219(c)(2)(ii)]   | Y N N/A DK |
| 12. Are vertical and inclined shafting 7 feet or less from the floor or working platform, excepting maintenance runways, enclosed with a stationary casing? [29 CFR 1910.219(c)(3)]  | Y N N/A DK |
| 13. Do projecting shaft ends have a smooth edge and end and when projecting more than 1/2 of the diameter of the shaft, guarded by non-rotating caps or safety sleeves? [29 CFR 1910.219(c)(4)(i)]   | Y N N/A DK |
| 14. Are unused keyways filled up or covered? [29 CFR 1910.219(c)(4)(ii)]   | Y N N/A DK |
| 15. Is shafting kept in alignment, free from rust and excess oil or grease? [29 CFR 1910.219(p)(2)]  | Y N N/A DK |

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### Pulleys

16. Are pulleys 7 feet or less from the floor guarded? [29 CFR 1910.219(d)(1)] Y N N/A DK
17. Are pulleys with cracked or pieces broken out of the rims taken out of service? [29 CFR 1910.219(d)(3)] Y N N/A DK
18. Are pulleys kept in proper alignment to prevent belts from running off? [29 CFR 1910.219(p)(5)] Y N N/A DK

### Belts, Rope and Chain Drives

19. Are *belts* guarded? [29 CFR 1910.219(e)(1)(i)] Y N N/A DK
20. Are belts, lacings and fasteners inspected and maintained in good repair? [29 CFR 1910.219(p)(6)(ii)] Y N N/A DK

### Gears, Sprockets, and Chains

21. Are gears fully guarded? [29 CFR 1910.219(f)(1)] Y N N/A DK
22. Are sprocket wheels and chains less than 7 feet above the floor or platform fully guarded? [29 CFR 1910.219(f)(3)] Y N N/A DK
23. When frequent oiling must be done on gears, sprockets and chains, are openings with hinged or sliding self-closing covers provided? [29 CFR 1910.219(f)(4)] Y N N/A DK

### Keys, Setscrews and Other Projections

24. Are projecting keys, set-screws, and other projections in revolving parts guarded by metal covers or made flush? [29 CFR 1910.219(h)(1)] Y N N/A DK

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### Collars and Couplings

25. Are shaft couplings constructed so as to present no hazards from bolts, nuts, set- screws or revolving surfaces? [29 CFR 1910.219(i)(2)] Y N N/A DK  
Note: Bots, nuts, and setscrews are permitted if covered with safety sleeves.

### Bearings and Facilities for Oiling

26. Are drip cups and pans securely fastened? [29 CFR 1910.219(j)] Y N N/A DK  
27. Are bearings kept in alignment and properly adjusted? [29 CFR 1910.219(p)(3)] Y N N/A DK

### Guards

28. Are metal guards free from burrs and sharp edges? [29 CFR 1910.219(m)(1)(ii)] Y N N/A DK  
29. Are metal guards securely fastened to floor or to frame of machine? [29 CFR 1910.219(m)(1)(i)] Y N N/A DK  
30. Are the guards rigidly braced every three (3) feet or fractional part of their height to some fixed part of machinery or building structure? [29 CFR 1910.219(o)(1)(i)(a)] Y N N/A DK

Comments/Corrective Action:

Definitions:

*Belts* include all power transmission belts, such as flat belts, round belts, V-belts, etc. unless otherwise specified.

*Flywheels* include flywheels, balance wheels, and flywheel pulleys mounted and revolving on crankshaft of engine or other shafting.

*Prime movers* include steam, gas, oil, and air engines; motors, steam and hydraulic turbines; and other equipment used as a source of power.

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