



Office of Environmental Health and Safety
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SAFETY ALERT

No. 04-05

MACHINE GUARDING

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Using unguarded saws, shapers, planers, grinders and other power equipment found in shops can result in severe injuries including loss of fingers, hands, eyes, or other body parts.

To help prevent operator injury when using power operated equipment, the following are mandatory:

- Training is required before permitting use of any power equipment. Training must include a review of potential safety hazards; a demonstration of how to use and install guards if applicable, and personal protective equipment required when using the equipment.
- All power equipment with saw blades, cutting teeth, rotating knives, moving belts, gears, pulleys, or other areas where accidental contact could cause injury must have guards installed to prevent operator contact with hazardous areas.
- Using machines furnished with guards without guards in place, with broken or defective guards, or removing or disabling guards is prohibited.
 - Each machine must be inspected before use to assure that guards are installed, operate properly and are correctly adjusted if guards are required.
 - All power switches and operating controls must be located within reach of the operator.
 - An electrical shut-off switch must be provided to disconnect the power source when repairs or adjustments are made.
 - Face shields, safety glasses and other protective equipment are required if flying particles, dust or liquids are generated by the equipment.
 - Fixed location machines must be bolted to the floor to prevent movement.
 - Loose clothing and long hair must be tied back and secured to prevent entanglement in machinery. Jewelry, including necklaces, bracelets and rings must be removed when operating machinery.
 - Scrap materials, chips and cuttings must not be permitted to accumulate around machines.

Call the Office of Environmental Health and Safety at (213) 241-3199 if you have questions about machine guarding or to request training.

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