



Caught in and between: Basic machine safety

PRESENTER: _____ **DATE:** _____

SITE: _____

Welcome to today's toolbox talk! To promote a safe, injury-free work environment, we'll take a moment to ensure our teams understand potential hazards (and how to prevent them) before the start of the shift.

AGENDA

- Overview of relevant safety policies/procedures.
- Demonstration of proper equipment/tool use.
- Discuss team questions/concerns.
- Review recent incidents/near misses.

TOPIC

The employee operating the equipment should always read and understand its operation manual.

Employees must always be in control of machines; never leave a running machine unoccupied.

To avoid the point of contact, or getting caught between the power train and point of operation, an employee should always:

- Be sure the equipment is securely anchored to the floor or walls to prevent "walking," tipping or excessive vibration. This will also prevent other movements that could be hazardous.
- Always use the appropriate protective clothing that fits tight (not loose or hanging down) when operating equipment.
- The equipment operator should not wear rings, belt buckles, watches or other conductive items. If they do, provide protection to keep the items away from the point of operation and exposed electrical connections.
- The employee should always follow all OSHA-regulated lockout/tagout procedures.
- The operator should never reach blindly into areas that may contain energized parts or hazards when the equipment is in operation.
- It is the responsibility of the equipment operator to ensure lighting is appropriate at the point of operation.
- The operator should always be sure their hands are dry and they are not standing in water when handling electricity.
- Be sure the equipment is maintained and serviced on a regular basis.
- The employee must be trained in the correct operation of the equipment.



TOOLBOX TALK



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ATTENDEES (PLEASE CLEARLY SIGN YOUR FIRST AND LAST NAME)

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SUPERVISOR/SUPERINTENDENT SIGN OFF: _____ **DATE:** _____

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