Be Prepared
- Ensure you have been trained in the safe use of the press.
- Inspect the equipment for obvious defects: damaged/missing, safeguarding, emergency stop switches.
- Use appropriate personal protective equipment (PPE):
  - Safety glasses
  - Hearing protection
  - Non-slip safety shoes
  - Suitable cut-resistant gloves
  - Arm guards if appropriate
- Remove rings, bracelets, watches, necklaces before work.
- Tie back and confine long hair.
- Wear tight-fitting clothing and/or roll up sleeves to prevent snagging.

Work Safe
- Perform checks on all safety devices for the power press and the material feeder to confirm they work properly.
- If required only use the appropriate hand feeding tool.
- Use lift assist devices when materials are heavy.
- Use proper material lifting techniques when lifting manually.
- Do not defeat any safeguarding system.
- Never defeat two-hand controls.
- Never have a co-worker help to bypass the safety function of the two-hand controls.
- Use tongs, brush or vacuum to clean chips or waste off surfaces, do not use compressed air, hands or a rag.
- Conduct maintenance tasks using lockout/tagout. Maintain machine in accordance with the manufacturer's instructions.
- Use a proper safety block when performing set up or maintenance.

Finish Right
- Clean the floor and work area around the machine.
- Ensure all warning signs are readable.
- Use a lockout/tagout procedure for cleaning and maintenance.
- Defective equipment must be tagged and removed from service.
- Clean and put away PPE.
- Let your supervisor know of any safety concerns and damage to the equipment.

Speak up! Everyone plays a role in your safety and health.
HOW TO USE SAFETY CHECKS FOR WORKERS

Safety checks provide information for workers on how to work safely with specific hazards. Safety Check information can be used in orientation training, tailgate talks or even in one-one coaching. Use the following tips to help you communicate this information in your workplace:

- Use language that is consistent with the workplace
- Consider the work you do and specific examples of how these hazards can result in injury or illness
- Explain how the safe work practices will help prevent injury and illness
- Wherever possible, use the actual tools, equipment, materials and PPE to demonstrate proper use
- Ask specific questions during your talk to check understanding
- Keep a record of each talk that you deliver (see the form below)
- Post a copy of the Safety Check for workers to reference

OWNERS AND SUPERVISORS

Have you taken reasonable measures to control this hazard using the hierarchy of controls?

- Providing well-engineered machines with appropriate safeguarding
- Policies and procedures for proper use and maintenance
- Inspecting and repairing equipment regularly
- Training staff
- Implementing and enforcing PPE program

Date: ____________________________  Topic: ________________________________________________

Safety Check Session Leader: _________________________________________________________________

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For more information contact Workplace Safety & Prevention Services
1 877 494 WSPS (9777)