

# Machine Guarding Template

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A machine guarding checklist organizes essential safety checks to protect workers from mechanical and nonmechanical hazards, ensuring compliance and reducing injury risks.

## **Key Components of a Machine Guarding Checklist:**

- **General Safeguard Assessment:**
  - Security of safeguards
  - Contact prevention
  - Protection from falling objects
  - Operator comfort and safety
- **Point of Operation Safety:**
  - Presence of guards
  - Operator safety measures
  - Prevention of tampering/removal
- **Mechanical Hazard Assessment:**
  - Unprotected moving parts
  - Controls for starting/stopping
  - Multi-operator access safety
- **Nonmechanical Hazard Assessment:**
  - Noise hazards
  - PPE for nonmechanical risks
  - Environmental safeguards
- **Electrical Hazard Safeguards:**
  - Proper grounding
  - Fused and guarded power supplies
  - Checking for loose fittings or shocks
- **Maintenance and Repair Protocols:**

- Lockout/tagout compliance
- Use of multiple lockout devices
- Appropriate PPE during maintenance
- **Employee Training:**
  - Operator safety training
  - Updated maintenance training
  - Incident response preparedness

### **Why Use Digital Machine Guarding Checklists with MondoFlow?**

- Ensures thorough, trackable inspections beyond visual checks
- Speeds up maintenance and reduces machine downtime
- Provides digital proof of compliance with regulations
- Helps extend machinery lifespan through routine care

### **How MondoFlow Simplifies Machine Guarding:**

- **Customizable Forms:** Build detailed checklists with drag-and-drop ease
- **Template Library:** Store and access consistent, compliant checklists instantly
- **Comments & Documentation:** Add notes and attach files on-site for thorough reporting
- **Task Assignments:** Quickly assign follow-up actions for identified issues
- **Automated Approvals:** Streamline sign-offs and approvals within the app

**MondoFlow** transforms machine guarding from a paperwork burden into a seamless, efficient digital workflow — saving time, improving safety, and boosting productivity.

**Digitize your safety process to protect your team and stay compliant.**

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## Machine Guarding Checklist

Project Name

Document Number

Prepared by

Inspection Date

Location

### REQUIREMENTS FOR ALL SAFEGUARDS

Do the safeguards provided meet the OSHA requirements?

Yes ☐ No ☐ N/A ☐

Do the safeguards prevent workers hands, arms, and other body parts from making contact with dangerous moving parts?

Yes ☐ No ☐ N/A ☐

Are the safeguards on machines firmly secured and not easily removable?

Yes ☐ No ☐ N/A ☐

Do the safeguards ensure that no objects will fall into the moving parts?

Yes ☐ No ☐ N/A ☐

Do the safeguards permit safe and comfortable operation of the machine?

Yes ☐ No ☐ N/A ☐

## Machine Guarding Checklist

### REQUIREMENTS FOR ALL SAFEGUARDS

Is it possible to oil the machine without removing the safeguard?

Yes ☐ No ☐ N/A ☐

Is it possible to shut down the machinery before safeguards are removed?

Yes ☐ No ☐ N/A ☐

Could you suggest a more practical, effective safeguard?

Yes ☐ No ☐ N/A ☐

Comments

### MECHANICAL HAZARDS

The point of operation:

Is there a point-of-operation safeguard provided for the machine?

Yes ☐ No ☐ N/A ☐

Does it keep the operator s hands, fingers, body safe?

Yes ☐ No ☐ N/A ☐

## Machine Guarding Checklist

The point of operation:

Are there any signs that the safeguards have been tampered with or removed?

Yes ☐ No ☐ N/A ☐

Could any changes be made on the machine to eliminate the point-of-operation hazard entirely?

Yes ☐ No ☐ N/A ☐

Power transmission apparatus:

Are there any unguarded gears, sprockets, pulleys, or flywheels on the apparatus?

Yes ☐ No ☐ N/A ☐

Are there any unguarded belts or chain drives?

Yes ☐ No ☐ N/A ☐

Are there any unguarded set screws, key ways, collars, etc.?

Yes ☐ No ☐ N/A ☐

Are starting and stopping controls located within easy reach of the operator?

Yes ☐ No ☐ N/A ☐

If there is more than one operator, does each of them have access to controls?

Yes ☐ No ☐ N/A ☐

## Machine Guarding Checklist

Other moving parts:

Are safeguards provided for all hazardous moving parts of the machine, including auxiliary parts?

Yes ☐ No ☐ N/A ☐

Comments

### NONMECHANICAL HAZARDS

Have appropriate measures been taken to safeguard workers against noise hazards? (PPE for ears and eyes)

Yes ☐ No ☐ N/A ☐

Have personal protective equipment been provided, were necessary, to protect workers from different accidents?

Yes ☐ No ☐ N/A ☐

Comments

## Machine Guarding Checklist

### ELECTRIC HAZARDS

Is the machine installed in accordance with National Fire Protection Association and National Electrical Code requirements? Yes ☐ No ☐ N/A ☐

Are there loose conduit fittings? Yes ☐ No ☐ N/A ☐

Is the machine properly grounded? Yes ☐ No ☐ N/A ☐

Is the power supply correctly fused and guarded? Yes ☐ No ☐ N/A ☐

Do workers occasionally experience minor shocks while operating any of the machines? Yes ☐ No ☐ N/A ☐

Comments

### TRAINING

Do operators and maintenance workers have completed the necessary trainings? Yes ☐ No ☐ N/A ☐

## Machine Guarding Checklist

### MACHINERY MAINTENANCE AND REPAIR

Do maintenance workers lock out the machine from its power sources before beginning repairs? Yes ☐ No ☐ N/A ☐

Where several maintenance persons work on the same machine, are multiple lockout devices used? Yes ☐ No ☐ N/A ☐

Do maintenance persons use appropriate PPE? Yes ☐ No ☐ N/A ☐

Is the maintenance equipment itself properly protected? Yes ☐ No ☐ N/A ☐

Are maintenance and servicing workers trained in the requirements of 29 CFR 1910.147, lockout/tagout, and do the procedures for lockout/tagout exist before they attempt their tasks? Yes ☐ No ☐ N/A ☐

Comments

## Machine Guarding Checklist

### TRAINING

Have operators and maintenance workers been trained in where the safeguards are located, how they provide protection, and what hazards they protect against? Yes ☐ No ☐ N/A ☐

Have operators and maintenance workers been trained in how and under what circumstances guards must be removed? Yes ☐ No ☐ N/A ☐

Is the power supply correctly fused and guarded? Yes ☐ No ☐ N/A ☐

Have workers been trained in the procedures to follow if they notice guards that are in inappropriate condition? Yes ☐ No ☐ N/A ☐

Comments

### MACHINERY MAINTENANCE AND REPAIR

Have maintenance workers received up-to-date instruction on the machines they maintain? Yes ☐ No ☐ N/A ☐

## Machine Guarding Checklist

COMPLETED BY

Full Name

Signature

Date