

JOB PROCEDURES

HYDRAULIC EQUIPMENT

**This information does not take precedence over OH&S. All employees should be familiar with the Saskatchewan Employment Act and the OH&S Regulations.*

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| APPROVED BY: | REVIEWED/REVISED DATE: |
| MATERIAL & EQUIPMENT REQUIRED | PERSONAL PROTECTIVE EQUIPMENT |
| <ul style="list-style-type: none"> Hydraulic Equipment | <ul style="list-style-type: none"> Safety Glasses/ Face shield Safety Boots (CSA) |
| JOB STEPS | |
| GENERAL | |
| 1. Points of operation and all pressurized hoses should be guarded on hydraulic equipment with Original Equipment Manufacturer guarding. | |
| 2. Only accessories approved by the manufacturer shall be used with the equipment. | |
| 3. When purchasing new equipment & machines, ensure that proper guards come with the purchase. In some cases, guards are an option and thus the responsibility to ensure that they are included lies with management. | |
| 4. Adequate training should be provided to the operators to include hazards associated with the equipment, equipment inspections, including pre-use inspection checklists and proper lock out tag out procedures for the equipment. | |
| 5. Materials being handled may have sharp edges, be slippery or heavy. | |
| 6. Post signage in area where hydraulic equipment is in use. | |
| 7. Ensure regular monthly inspections and preventative maintenance is performed on all hydraulic equipment. | |
| 8. Do not repair or adjust machinery while equipment is in operation. Oiling of moving parts should not be attempted while machine is Work, except on equipment that is designed or fitted with safeguards to protect the person performing the work. | |
| 9. In the event that a guard is removed for the purpose of maintenance work, the hydraulic equipment must be immediately locked out and tagged to inform others not to use it. As soon as maintenance is complete, the guards must be put back in place before the equipment is used. | |
| 10. In the event an employee identifies the hydraulic equipment is not properly guarded, they are to immediately notify their supervisor, who will apply lockout procedures until the guard is properly installed. | |
| 11. Any employee with long hair must tie it back to avoid entanglement with the machinery. | |
| 12. Jewelry and loose clothing shall not be worn by anyone working with the hydraulic equipment. | |

13. Where possible, use hand tools to keep hands away from the point of operation.

SHOP PRESS

1. Read and understand the owner's manual from the manufacturer.

2. Ensure the Press is used in accordance with the manufacturer's designed purpose only.

3. Ensure material is secured on the Press before equipment is turned on.

4. Before working with the Press, ensure the proper guard is in place and secured.

5. In general, ensure that all moving parts are properly guarded. Moving parts may consist of: belts & pulleys, rotating shafts, sprockets, gears, etc.

6. Ensure that the Press has a retrofitted guard in place to prevent material such as the metal bushing from becoming a projectile and striking a worker. A guard will protect a worker not only from moving parts, but from hazards caused by the material that is being worked on.

7. Repairs to the press must be performed by qualified personnel, using manufacturer recommended parts.

For more information, please refer to Regulation 851: Regulation for Industrial Establishments (Sections 24 - 28: Machine Guarding); The Occupational Health & Safety Act Section 28 (2) (a)