

Machine Safety Program Survey

Program Item	Yes	No	Recommendation
<i>Identification and Assessment Elements</i>			
1. Machine Safety Surveys			
<ul style="list-style-type: none"> • Has each machine's compliance to legislated and applicable industry standards been systematically assessed in writing? 			
<ul style="list-style-type: none"> • Has an action plan been established to address deficiencies identified through item a)? 			
<ul style="list-style-type: none"> • Has compliance been achieved? 			
2. Task Analysis			
<ul style="list-style-type: none"> • Have all operations involving machinery (operation, set-up, etc.) been systematically evaluated to determine the hazards and any further controls required? 			
<ul style="list-style-type: none"> • Has an action plan been established to address deficiencies identified through item a)? 			
<ul style="list-style-type: none"> • Has compliance been achieved? 			
3. Purchasing & Engineering			
<ul style="list-style-type: none"> • Is compliance to applicable standards (CSA or other) specified as a formal requirement on purchase orders for machinery and are steps taken to verify? 			
<ul style="list-style-type: none"> • Are all in-house installations and modifications to machinery formally reviewed to assess compliance to applicable standards? 			

Machine Safety Program Survey

Program Item	Yes	No	Recommendation
<i>Identification and Assessment Elements</i>			
4. Program Review			
<ul style="list-style-type: none"> Is the machine safety program formally reviewed at least annually to assure it is addressing the goals of the overall Health and Safety Program? 			
<i>Control Elements</i>			
5. Training			
<ul style="list-style-type: none"> Do set-up, maintenance, technical and supervisory personnel have a comprehensive understanding of machine safety, including appropriate knowledge of applicable standards? 			
<ul style="list-style-type: none"> Do machine operators receive formal training on the hazards associated and the specific procedures and other requirements which must be followed to ensure safety? 			
<p>Procedures - Have written procedures been established and followed for:</p> <ul style="list-style-type: none"> Operation of each specific type of machine which include health and safety requirements? Set-up procedures including applicable lock-out requirements? General lockout procedure? 			

Machine Safety Program Survey

Program Item	Yes	No	Recommendation
<i>Control Elements</i>			
7. Maintenance Programs			
<ul style="list-style-type: none"> Has a formal maintenance schedule been established for each machine, based on the manufactures, applicable standards, and legislative requirements? 			
<ul style="list-style-type: none"> Is this schedule complied with?? 			
8. Formal Inspections			
<ul style="list-style-type: none"> Do operators perform a formal inspection on critical items at the start of each shift, after each set-up and when otherwise starting work on a machine? 			
<ul style="list-style-type: none"> Do supervisors visit each work station at least once per shift and formally (in writing) verify compliance to operating procedures and that inspections are occurring? 			
<ul style="list-style-type: none"> Do set-up persons perform a formal inspection prior to turnover to the operator 			
<i>Leadership and Structure</i>			
9. Accountability			
<ul style="list-style-type: none"> Is there an accountability system in place that ensures that all required procedures and responsibilities are complied with? 			