


UC SANTA BARBARA Environmental Health & Safety Design, Facilities & Safety Services		Procedure No.: SS-MHA-BLTSNDR
Title: Shop Equipment Hazard Analysis & Management Form		Authorized/Approved By: John M. Seaman, <i>EHS Industrial Safety Manager</i>
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1. Hazard Management Details - General		
Shop/Equipment Item: BELT SANDER	Make/Model No.:	Serial No.:
Department:	Work Location:	
Person(s) Conducting Hazard Analysis: JOHN M. SEAMAN <i>EHS, Industrial Safety Manager</i>		Date Conducted: May 3, 2013
Equipment Photo:	Description of Use:	Summary of Key Risks: (refer to appropriate subsections)
	A belt sander is a machine which has a revolving abrasive belt used to sand down wood and other materials for finishing purposes.	<ul style="list-style-type: none"> • Entanglement • Trauma (Impact/Cutting/Friction) • Inhalation • Eye Injury • Hand/Foot Injury • Noise • Fire/Explosion • Electrical Shock

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2. Documentation:

Relevant Legislation/Standards	Y / N	Comments:
a. Is equipment required to be registered?	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	
b. Is a user license/Certification required?	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	
c. Key Reference Materials Required:	Manufacturer's Operator's Manual (specifically regarding safety features) AS 1473 Guarding and safe use of woodworking machinery AS4024 Safeguarding of machinery AS/NZS 3760 In service safety inspection and testing of electrical equipment	
Equipment Documentation	Y / N	Comments:
a. Are operator's manuals accessible?	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
b. Is this a restricted use item?	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
c. Does this equipment require safe use document(s)/test?	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

3. Personal Protective Equipment (PPE) Required (Check the box for required PPE)

 Gloves	 Face Masks	 Eye Protection	 Face Shield	 Hearing Protection	 Safety Footwear	 Protective Clothing	 Welding Mask
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	OPTIONAL <input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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4. Hazard Analysis

TASK	HAZARD	CAUSE	PREVENTIVE MEASURE
a. Routine Operation	Entanglement	Long hair, loose clothing, rags, cleaning brushes and jewelry could become entangled in the moving parts of the belt sander.	Aprons can be used to restrict loose clothing. Hair ties/hair nets can be used to secure long hair. Remove jewelry and accessories prior to operation of machine.
	Trauma (Impact & Cutting)	Projectiles, rotating parts, point of operation, ingoing nip points, flying chips & sparks	Situational awareness, PPE, protective clothing, machine guards
	Inhalation	Dust/particles generated during machine operation	Appropriate natural ventilation, disposable respirators
	Eye Injury	Projectiles, dust/particles generated during machine operation	Safety glasses with side shield or appropriate safety goggles
	Hand Injury	Point of Operation, ingoing nip points, rotating parts, friction, flying chips & sparks	Machine guards, situational awareness
	Foot Injury	Drop object on foot	Wear appropriate safety shoes/boots
	Noise	Operation of the equipment can result in high noise levels.	Appropriate hearing protection should be worn while operating the equipment.
	Fire/Explosion	Sparks	Remove all combustibles and fire hazards from machine area
b. Routine Maintenance/Repair	Electrical Shock	Improper grounding, operation, or maintenance	Proper grounding of frame, manufacturer's instructions strictly followed. pre-use inspection of equipment and power cords/connections
c. Shutdown and Isolate Unit	Electrical Shock/Trauma	Friction, compression from unexpected start-up of machine, electrical shock	Strict adherence to established Lockout/Tagout and energy isolation protocols

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Equipment Procedures/ Requirements

1. Operate equipment in strict accordance with Manufacturer's instructions and in accordance with OSHA 29 CFR1910.212 and 1910.213.
2. Only authorized users can operate equipment.
3. Hook up vacuum unit to minimize dust recommended.
4. A mechanical or electrical power control shall be provided to make it possible for the operator to cut off power without leaving his position at the point of operation.
5. Guards shall be provided at each nip point where the sanding belt runs on to a pulley. These guards shall effectively prevent the hands and fingers of an operator from coming in contact with the nip points. The unused run of the sanding belt shall be guarded against accidental contact.
6. Machines designed for a fixed location shall be securely anchored to prevent walking or moving.
7. Report any observed defect or safety hazard to your supervisor immediately.
8. Where any object handled would possibly cause injury to feet if dropped, safety shoes will be worn.
9. Where any object handled could possibly cause cuts, punctures or abrasions to hands, appropriate gloves will be worn. (**Exception:** *where rotating machinery presents a greater hazard of entangling gloves, they are optional with a written justification*).
10. Keep hands, hair and loose clothing clear of all moving parts.