

13.10.08

DESCRIPTION:

JOB SAFE PRACTICES
Automatic Hand Wrapping Machine

ITEM	HAZARD H/M/L	INJURY/RISK	RESPONSIBILITY
Ensure the power cable and plug are not frayed or damaged	Damaged electrical leads	Electric shock Death Burns	Store and Department Management –to inspect and maintain equipment and to inform, instruct, train and supervise staff. Store Staff - to work safely, to report unsafe conditions and not to operate faulty or unsafe equipment All Staff - To identify and report unsafe conditions and implement the Out of Service tag procedure Note – Do not use the Wrapping machine before receiving instructions from the Dept Manager
Do Not use the wrapping machine around water	Use of water near electricity		
Do Not touch the heated conveyor belt. Ensure the heater is switched off when not in use	Extreme heat		
Ensure the machine is switched off and unplugged before cleaning	Inadvertent operation when cleaning		

Revision N°	Issued	Approved By	Document N°	Page
1	23/08/12	Director/s	OHS/F –13.10.08	1