



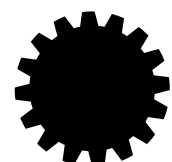
SAFE USE OF MACHINERY AND WORK EQUIPMENT

1. Legal requirements and risk assessment

It is a requirement of the Provision and Use of Work Equipment Regulations 1998 (PUWER) that employers ensure that all work equipment is suitable for the intended use, safe to use and maintained in a safe condition, and in certain circumstances, regularly inspected to ensure this remains the case.

Other regulations relating to lifting equipment, pressure systems, electricity, manual handling, noise, radiation and work with hazardous substances (COSHH) may also apply to specific work equipment.

Under the Management of Health and Safety at Work Regulations 1999, a risk assessment must be carried out of all work activities; this includes the use of work equipment. The assessment must identify hazards and



All accidents, work-related ill health and near misses associated with use of work equipment must be recorded in the local Accident Book, and where appropriate, reported to Health & Safety Services.

All machinery must be regularly maintained.

All work equipment should be regularly inspected to ensure it remains in a safe condition; the frequency of such inspections will depend on the risks involved. A record of inspection findings and remedial action should be kept. There are some particularly high risks pieces of equipment for which there is specific legal requirement for inspection and / or testing. The statutory examination requirements for the most commonly encountered equipment are listed below. This is not an exhaustive list and other work equipment (such as portable ladders) should also be regularly inspected.

3. New work equipment

Any new work equipment purchased must be safe to use and must conform to EC standards and have the appropriate CE marking (where there are product safety standards that apply to that type of equipment). The CE mark certifies that the equipment meets Essential Health and Safety Requirements. Equipment that pre-dates the regulations and most manually powered tools and items such as ladders are not covered by such regulations so do not require a CE mark (but must still be these

must highlight any health and safety issues associated with the equipment).

Second-hand machinery should not be purchased unless it complies with current health and safety legislation and is safe to use and provided will all necessary safety devices instructions.

Further guidance is available from Health & Safety Services. Free guidance leaflets on work equipment, particularly that used in engineering and woodworking workshops, can be downloaded from the Health and Safety Executive (HSE) website www.hse.gov.uk.

4. Statutory examination requirements for commonly encountered work equipment

Area to be checked	Person / Contractor responsible for check	Interval
Portable Electrical Appliances	Competent Electrical Contractor or in - house trained PAT tester	As specified in Safety Guide 12
Dust Extraction Equipment / Local Exhaust Ventilation	Competent Person	14 months
Lifting equipment (<i>e.g. fork lift trucks,, fore end loader, cranes, mechanical hoist, lifting block, tail lift, vehicle lifting tables</i>)	To be regularly tested by a Competent Person or insurance company approved engineering surveyor	12 months
Lifting accessories (<i>chains, slings, hooks, lifting attachments</i>) or equipment used for lifting people (<i>e.g. access platforms, passenger lifts, harness with lanyard</i>)	To be regularly tested by a Competent Person or insurance company approved engineering surveyor	6 months
Pressure systems (vessels greater than 250 bar litre) e.g. air receivers, laboratory compressed gas systems.	Competent Person or insurance company approved engineering surveyor	As specified by the WSE*
Autoclaves	Competent Person or insurance company approved engineering surveyor	As specified by the WSE*
Gas cylinders	Competent Person	As specified
Hot water boilers (operating at more that 100°C), Steam boilers.	Competent Person or insurance company approved engineering surveyor	As specified by the WSE*
Steam Cleaner	Competent Person	12 months
Large refrigeration plant - maximum operating power exceeding 25 kW	Competent Person or insurance company approved engineering surveyor	As specified by the WSE*
Gas fired equipment	CORGI registered gas fitter	12 months

Competent person = someone with sufficient knowledge, skill and experience to conduct the examination, identify defects and

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