



September 13, 2010

MEMORANDUM FOR: JPA Liaisons

SUBJECT:

Equipment Safety Data Sheets

It was brought to my attention by a board member that his district was in need of a source to supply safety parts for older machinery and equipment.

The result of that inquiry is the enclosed booklet entitled, **Equipment Safety Data Sheets.** This information will be useful to supervisors in the transportation, grounds, and maintenance departments and may also be utilized by shop teachers.

If you need additional copies, or have any questions, please contact me.

Henry Brock Risk Manager

EQUIPMENT SAFETY DATA SHEETS







EQUIPMENT SAFETY DATA SHEETS

The purpose of the equipment safety data sheets is threefold:

- 1. Provide the information necessary to conduct a safety review of each piece of equipment in district maintenance, grounds and transportation shops. The data sheets may also be used in student shops/labs,
- 2. Provide guidance for ordering inoperative and missing safety equipment, and
- 3. Where necessary, provide a source for upgrading safety features.

Process:

- 1. Identify the appropriate sheet for the equipment being evaluated.
- 2. Complete the requested information at the top of the sheet.
- 3. Answer the questions.
- 4. If safety replacements or upgrades are necessary, take a picture of each of the four sides of the equipment from a distance to show the entire machine from its mount at the floor to the top of the machine and additional close-up pictures of each deficiency.
- 5. Contact **ReiTech Corporation**, 240 Shumway St., South, Suite 200, Shakopee, MN 55379, 952-895-6161, www.reitech.com to order safety items.





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District Survey Cover Page (2)

Building #4

Surveyor's name:	Survey date:
Site name:	Site address:
Site contact person's name and position:	Contact phone number:
Room names:	Room numbers: Number of machines in room:

Building #5

Surveyor's name:	Survey date:
Site name:	Site address:
Site contact person's name and position:	Contact phone number:
Room names:	Room numbers: Number of machines in room

Building #6

Surveyor's name:	Survey date:	
Site name:	Site address:	<u>64 1</u>
Site contact person's name and position:	Contact phone number:	
Room names:	Room numbers: Number of machines in	room:





Machine Owner:		Machine Site:			
Surveyor's Name:		Date of Survey:			-
Supervisors Name:		Shop name & #:			
<i>Manufacturer:</i> Bald JetPowermatic	orClausin Rockwell _	gCraftsman _ _Other	_Delta	Gen	eral
Model #:		Serial #:			
Common Electrical	Common Electrical Questions		Y	N	N/A
Is there an emergenc operator's position?	cy-stop switcl	n at each			
Is there power-outage automatic restart afte Is the machine hardw	r a power fai				
If hardwired, does the disconnect or means Are all electrical comp	e machine ha to properly b ponents in go	e locked out?			
olug, cord, connectior					
olug, cord, connectior Voltage:	Full load a	mps:			



write down the actual electrical.

Please take a minimum of 4 pictures for each machine. One from each of the 4 sides from a distance to show the entire machine and its mount from the floor to the top of the machine and an additional close-up picture of each deficiency.

3

1. Is the machine firmly anchored to prevent tipping or movement during use?	Please explain all 'No' responses in the notes section below in detail	Y	N	N/A
2. Is there a high-friction coating on the floor at the operator's position(s)?	1. Is the machine firmly anchored to prevent tipping or movement during use?			
3. Are all machine guards color-coded yellow?	2. Is there a high-friction coating on the floor at the operator's position(s)?			
5. Are all pinch point areas color-coded orange?	3. Are all machine guards color-coded yellow?			
6. Are all OEM parts in place and operational?	4. Are the edges of accessible pulleys color-coded orange?			
7. Are the set screws that hold the mandrel flush with the shaft surface?	5. Are all pinch point areas color-coded orange?			
B. Is the buffer enclosed by an exhaust and enclosure hood?	6. Are all OEM parts in place and operational?			
B. Is the buffer enclosed by an exhaust and enclosure hood?	7. Are the set screws that hold the mandrel flush with the shaft surface?			
haft length & diameter below)	8. Is the buffer enclosed by an exhaust and enclosure hood?		1-674	
	9. Does the buffer shaft protrude beyond the nut over 1/2 the diameter of the shaft? (list shaft length & diameter below)			
lotes:	Notes:	-		



	Machine Site:				
Surveyor's Name:	Date of Survey:				
Supervisors Name:	Shop name & #:				
<i>Manufacturer:</i> BaldorC JetPowermaticRock		_Delta	Gen	eral	
Model #:	Serial #:				
Common Electrical Quest	ions	Y	N	N/A	
Is there an emergency-stop operator's position?	switch at each		1		
Is there power-outage prote automatic restart after a pov					
Is the machine hardwired?					
If hardwired, does the mach disconnect or means to prop					
Are all electrical components plug, cord, connections	s in good repair? ie:		*		
Voltage: Full I	load amps:				
Horsepower: # of J	ohases:	1			



Please take a minimum of 4 pictures for each machine. One from each of the 4 sides from a distance to show the entire machine and its mount from the floor to the top of the machine and an additional close-up picture of each deficiency.

Y	N	N/A
	interp	
	1	
	10-01	
	in out	1111
	Y	Y N

FRESNO COUNTY SELF INSURANCE GROUP



Machine Owner:		Machine Site:				
Surveyor's Name:		Date of Survey:				
Supervisors Name:		Shop name & #:				
<i>Manufacturer:</i> Ba JetPowermatic	ldorClausin :Rockwell _	gCraftsman _ _Other	_Delta _	_Gen	eral	
Model #:		Serial #:				
Common Electrica	l Questions		Y	N	N/A	
Is there an emerger operator's position? Is there power-outag automatic restart aft Is the machine hard	ge protection t er a power fai	o prevent				
If hardwired, does th	ne machine ha					
disconnect or means Are all electrical con plug, cord, connection	nponents in go	od repair? ie:				
disconnect or means Are all electrical con	nponents in go	ood repair? ie:				



Please take a minimum of 4 pictures for each machine. One from each of the 4 sides from a distance to show the entire machine and its mount from the floor to the top of the machine and an additional close-up picture of each deficiency.

Please explain all 'No' responses in the notes section below in detail	Y	N	N/A
1. Is the machine firmly anchored to prevent tipping or movement during use?			
2. Is there a high-friction coating on the floor at the operator's position(s)?			
3. Are all machine guards color-coded yellow?			
4. Are the edges of accessible pulleys color-coded orange?		-	
5. Are all pinch point areas color-coded orange?			
6. Are all OEM parts in place and operational?			
7. Are peripheral guards installed?	I ame bet	1000	
8. Are the tool rests installed & located at or above the shaft centerline and no more than 1/8" from the stone?			
9. Are the tongue guards installed and no more than 1/4" from the stone?			
10. Are the work lights, if installed, protected from impact and breakage from all angles?			
11. Are eye shields installed?			
13. Is the dust collect system connected to a bucket or a hose or whole shop system?			11.1
14. Is a brake system installed to stop the grinding wheels within 1 minute of shut off?			
Notes:			

FRESNO

SELF INSURANCE GROUP



Machine Owner:	Ma	Machine Site:			
Surveyor's Name:	Da	te of Survey:		1.00	
Supervisors Name:	Sh	op name & #:		3.	
<i>Manufacturer:</i> B JetPowermat	aldorClausing icRockwellO		_Delta _	_Gen	eral
Model #:	Se	rial #:			
Common Electrical Questions			Y	N	N/A
Is there an emerge operator's position		t each			
Is there power-out automatic restart a					
Is the machine har	dwired?				
If hardwired, does disconnect or mea					
Are all electrical or	omponents in good	d repair? ie:			
plug, cord, connec	tions				
	tions Full load am	ps:			



If machine can be wired for 115v or 220v, look at plug to verify what i is currently wired for and only write down the actual electrical.

Please take a minimum of 4 pictures for each machine. One from each of the 4 sides from a distance to show the entire machine and its mount from the floor to the top of the machine and an additional close-up picture of each deficiency.

Please explain all 'No' responses in the notes section below in detail	Y	N	N/A
1. Is the machine firmly anchored to prevent tipping or movement during use?			
2. Is there a high-friction coating on the floor at the operator's position(s)?			
3. Are all machine guards color-coded yellow?			
4. Are the edges of accessible pulleys color-coded orange?			
5. Are all pinch point areas color-coded orange?		de rais	
6. Are all OEM parts in place and operational?	1274-0		
7. Is a chip shield that extends over the entire length of the bed way installed?	13.4	01	
8. Are the pulleys, belts, and shafts fully enclosed by a guard?		79 6	
9. Is the shaft on the left side of the headstock guarded with a hand wheel or other type of guard?			
Notes:			





Machine Owner:	N	lachine Site:			
Surveyor's Name:	C	ate of Survey:			
Supervisors Name:	S	hop name & #:			
<i>Manufacturer:</i> Ba JetPowermatic	ldorClausing	Craftsman Dther	_Delta _	_Gen	eral
Model #:	s	erial #:			
Common Electrica	l Questions		Y	N	N/A
Is there an emerger operator's position?					
Is there power-outage automatic restart aff					
Is the machine hard	A CONTRACTOR OF				
If hardwired, does th disconnect or mean Are all electrical con	s to properly be	locked out?			
a o an oroothour oon		a ropair : io.			
plug, cord, connecti Voltage:	Full load am	ips:			



ctual electrical.

Please take a minimum of 4 pictures for each machine. One from each of the 4 sides from a distance to show the entire machine and its mount from the floor to the top of the machine and an additional close-up picture of each deficiency.

Please explain all 'No' responses in the notes section below in detail	Y	N	N/A
1. Is the machine firmly anchored to prevent tipping or movement during use?		1	
2. Is there a high-friction coating on the floor at the operator's position(s)?			
3. Are all machine guards color-coded yellow?	0.02.202		
4. Are the edges of accessible pulleys color-coded orange?			
5. Are all pinch point areas color-coded orange?		s mu	
6. Are all OEM parts in place and operational?	0.000		
7. Does the Pork Chop guard reliably return to the start position?		0.777	00.8
8. Does the Pork Chop guard fully cover the front cutter head?			
9. Are the fence adjustment knobs all present?			1 10 10
10. Is the unused portion of the cutter head behind the fence fully enclosed by a guard?			
11. Are the belts & pulleys fully enclosed by a guard?			
Notes:			





Machine Owner:	Machi	ne Site:			
Surveyor's Name:	Date o	f Survey:			
Supervisors Name:	Shop	name & #:			
<i>Manufacturer:</i> Bald JetPowermatic	RockwellOthe	er	Delta	Gen	eral
Model #:	Serial	#:			
Common Electrical	Common Electrical Questions		Y	N	N/A
Is there an emergene operator's position?	cy-stop switch at e	ach			
Is there power-outage protection to prevent automatic restart after a power failure?					
Is the machine hardv	vired?				
If hardwired, does the disconnect or means					
Are all electrical com plug, cord, connectio	• •	epair? ie:			
Voltage:	age: Full load amps:				



is currently wired for and only write down the actual electrical.

Please take a minimum of 4 pictures for each machine. One from each of the 4 sides from a distance to show the entire machine and its mount from the floor to the top of the machine and an additional close-up picture of each deficiency.

Please explain all 'No' responses in the notes section below in detail	Y	Ν	N/A
1. Is the machine firmly anchored to prevent tipping or movement during use?		1.081	910
2. Is there a high-friction coating on the floor at the operator's position(s)?		n s	
3. Are all machine guards color-coded yellow?		t an	
4. Are the edges of accessible pulleys color-coded orange?			
5. Are all pinch point areas color-coded orange?		101 M	
6. Are all OEM parts in place and operational?			
7. Is there a travel guard (cross slide shield) installed that serves as a chip shield?	10.00		
 8. Is a chuck shield installed that protects the operator from the rotating parts of the chuck? 9. Is a spring-loaded chuck wrench available? (If no, list chuck wrench size below) 			
10. If a drill press style chuck is available, is there a spring-loaded chuck key? (If no, list below the chuck key size located on the existing chuck key or list the make and model of the chuck)			
11. Are the pulleys, belts, and shafts fully enclosed by a power transmission guard?			



Machine Owner:	Machine Site:	3.5.1		7	
Surveyor's Name:		Date of Survey:			
		Date of Survey.			
Supervisors Name:		Shop name & #:			4
<i>Manufacturer:</i> Balo JetPowermatic	dorClausin Rockwell _	gCraftsman _ _Other	_Delta	_Gen -	eral
Model #:		Serial #:			
Common Electrical	Questions		Y	N	N/A
Is there an emergene operator's position?	cy-stop switch	n at each			
Is there power-outage protection to prevent automatic restart after a power failure?					
Is the machine hardy	vired?				
If hardwired, does the disconnect or means	to properly b	e locked out?			
Are all electrical com		od repair? ie:			
plug, cord, connectio					
plug, cord, connectio Voltage:	Full load a	mps:			



the actual electrical. 1

Please take a minimum of 4 pictures for each machine. One from each of the 4 sides from a distance to show the entire machine and its mount from the floor to the top of the machine and an additional close-up picture of each deficiency.

9

Please explain all 'No' responses in the notes section below in detail	Y	Ν	N/A
1. Is the machine firmly anchored to prevent tipping or movement during use?	minites	The	
2. Is there a high-friction coating on the floor at the operator's position(s)?	101 010-0	111	1.101
3. Are all machine guards color-coded yellow?	m- 10 mm	dana.	
4. Are the edges of accessible pulleys color-coded orange?			with a
5. Are all pinch point areas color-coded orange?		rtant.	
6. Are all OEM parts in place and operational?	an ansa		lis -
7. Are the pulleys, belts, and shafts fully enclosed by a power transmission guard?		nî s	1000
8. Is a shield installed that protects the operator from chips and broken cutters?			
9. Are the work lights, if installed, protected from impact and breakage from all angles?			



Machine Owner:		Machine Site:			
Surveyor's Name:		Date of Survey:			
Supervisors Name:		Shop name & #:			
<i>Manufacturer:</i> Bale JetPowermatic	dorClausii Rockwell	-	_Delta _	_Gen -	eral
Model #:		Serial #:			
Common Electrica	Questions		Y	N	N/A
Is there an emergen operator's position? Is there power-outag automatic restart aft Is the machine hard	e protection er a power fa	to prevent			
If hardwired, does th disconnect or means	s to properly	be locked out?			
Are all electrical con plug, cord, connection	•	/			
	•				



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10. Are the work lights, if installed, protected from impact and breakage from all angles? 11. If a drill press style chuck is available, is there a spring-loaded chuck key? (If no, list			
11. If a drill press style chuck is available, is there a spring-loaded chuck key? (If no, list	enerto		
below the chuck key size located on the existing chuck key or list the make and model of the chuck)			
Notes:			





Machine Owner:		Machine Site:			
Surveyor's Name:		Date of Survey:			
Supervisors Name:		Shop name & #:			
<i>Manufacturer:</i> Balo JetPowermatic			_Delta _	Gen -	eral
Model #:		Serial #:			•
Common Electrical	Questions		Y	N	N/A
Is there an emergence operator's position? Is there power-outage automatic restart after Is the machine hardw	e protection er a power fa	to prevent			
If hardwired, does th disconnect or means Are all electrical com plug, cord, connectio	to properly to properly to properly to properly to the property to the propert	be locked out?			
plug, coru, connectic					
Voltage:	Full load a	amps:			



Please take a minimum of 4 pictures for each machine. One from each of the 4 sides from a distance to show the entire machine and its mount from the floor to the top of the machine and an additional close-up picture of each deficiency.

Please explain all 'No' responses in the notes section below in detail	Y	Ν	N/A
1. Is the machine firmly anchored to prevent tipping or movement during use?		1000	
2. Is there a high-friction coating on the floor at the operator's position(s)?	d blid-ris	110	
3. Are all machine guards color-coded yellow?		inerit.	
4. Are the edges of accessible pulleys color-coded orange?		nina	
5. Are all pinch point areas color-coded orange?	a rdpa	-	
6. Are all OEM parts in place and operational?		a dia	
7. Is the pressure regulator and gauge working properly?		and a	111
8. Is the point of operation properly guarded to prevent parts from being ejected from the press?			
9. Does the machine have the proper hose for working pressure of the press?	121.21	010 23	1





Machine Owner:		Machine Site:			
Surveyor's Name:		Date of Survey:			
Supervisors Name:		Shop name & #:			
<i>Manufacturer:</i> Ba JetPowermatic			_Delta	_Gen	eral
Model #:		Serial #:			
Common Electrica	al Questions	-	Y	N	N/A
Is there an emerger operator's position? Is there power-outa automatic restart af Is the machine harc If hardwired, does the disconnect or mean	ge protection ter a power fa lwired? he machine h s to properly	to prevent illure? ave a lockable be locked out?			
Are all electrical cor plug, cord, connecti	•				
Are all electrical cor	•				L



Please take a minimum of 4 pictures for each machine. One from each of the 4 sides from a distance to show the entire machine and its mount from the floor to the top of the machine and an additional close-up picture of each deficiency.

Please explain all 'No' responses in the notes section below in detail	Y	N	N/A
1. Is the machine firmly anchored to prevent tipping or movement during use?			
2. Is there a high-friction coating on the floor at the operator's position(s)?			
3. Are all machine guards color-coded yellow?			
4. Are the edges of accessible pulleys color-coded orange?			
5. Are all pinch point areas color-coded orange?			
6. Are all OEM parts in place and operational?		M BC	
7. Is the point of operation properly guarded to prevent parts from being ejected from the press?			
Notes:	יון טיור	ະ ທີ່ມີ	210.14



