



AUSTRALIAN
**GLASS &
WINDOW**
ASSOCIATION

OH&S Guidelines

Safe Work Practice for Use of Power Presses

Isolation Procedures

- Before any maintenance or work requiring the removal of guards is undertaken, the plant should be isolated from its power source and "locked out".
- Each person working on the machine inside the guarded area should fit a personal danger tag and lock.
- On completion of the work each personal danger tag should be removed by the person who fitted it.
- If the plant is unsafe to use for any reason, the press should be isolated, locked, and an "out of service" tag fitted.
- An "out of service" tag should only be removed by a person competent to assess the plant as safe to use.
- Under no circumstance should a press or any plant be operated while a personal danger tag or "out of service" tag is fitted.

Safe Operation

- Turn off power & air supply
- Leave work area clean and tidy

Maintenance

- Check oil reservoir and top up as required – Ref: Lubrication Chart for Presses
- Inspect & clean tooling as required (see Team leader)
- Maintain housekeeping throughout the day

Report all safety issues and/or risks to Team Leader, Supervisor or OH&S Representative

