

ELOKON

MHE AND INDUSTRY

# SAFETY CHECKLIST

## PART 5: MACHINERY SAFETY



# The Ultimate Checklist

TO ENSURE WAREHOUSE, AUTOMATION AND MACHINERY SAFETY

The rate of injuries and fatalities in warehouses is higher than average compared to other industry sectors in the UK according to the FLTA – the Forklift Lift Truck Association. The unsafe use of forklifts is a major cause of accidents, and 57% of these involve incidents that occur between trucks and pedestrians.

Recently collated statistics show that almost one third (32.2 %) of EU fatal accidents at work were the result of losing control of a machine, tool or transport/handling equipment. Furthermore almost one third (31.6 %) of all non-fatal occupational accidents in the EU took place on industrial sites.

Most of these accidents are however entirely avoidable if one is aware of the risks and how to minimise them. So what can you do to reduce the risk of accidents and injuries in your warehouse and plants? And, especially, how can you enhance safety around forklift trucks?

ELOKON, a global leader in automated forklift safety technology, has compiled this comprehensive Warehouse and Plants Safety Checklist, based on guidelines by various bodies such as the FLTA, the HSE (Health and Safety Executive), the British Safety Council and other organisations.

There are five sections:

**OVERALL WAREHOUSE SAFETY**

**HAZARDOUS MATERIALS SAFETY**

**GENERAL MATERIALS HANDLING SAFETY**

**FORKLIFT-SPECIFIC SAFETY**

**MACHINERY SAFETY**

We hope that reviewing these key points will help you make your warehouse or plant a safer workplace.

For more information on ELOKON's safety technology, please visit <https://www.elokon.com/en-EN/>.



## MACHINERY SAFETY CHECKLIST

- 01 Check whether the machine has an EC Declaration of Conformity, confirming that it meets all the requirements set out in the relevant directives. An appropriate CE marking should be attached and be clearly visible.
- 02 Carry out and document a risk assessment for all machines and their associated activities.
- 03 Ensure that an appropriate protective safety devices are provided for any movement of the machine that is considered to be hazardous.
- 04 Ensure that the protective safety devices cannot be easily circumvented or manipulated.
- 05 Only use the machine for the tasks stipulated by the manufacturer (intended use described in the user manual).
- 06 Check the immediate surroundings of the machine. Check whether permanent means of access meet the relevant requirements.
- 07 Make sure that hazardous areas and important machine functions are clearly visible to employees.
- 08 Secure the machine against unintentional starting and/or position changes.
- 09 Label all control elements so that they are clearly and easily understood.

## MACHINERY SAFETY CHECKLIST

10 Check that an emergency stop device is located at the workstation and is easily accessible.



11 Before commissioning the machine, make sure it undergoes a safety check by an occupational safety specialist.



12 Instruct and train employees before they start work on the machine and also at subsequent regular intervals, referring to the operating instructions. When doing so, also inform them about residual risks and explain how the protective safety devices work.



13 Make sure that operating instructions are available in languages that are understood by the machine operator. The instructions must be easily accessible to employees at all times.



14 Immediately follow up any notifications by employees about problems and safety deficiencies during machine operation.





**ELOKON. LEAD WITH SAFETY.**

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OVERALL WAREHOUSE

HAZARDOUS MATERIALS

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**MACHINERY SAFETY**