



Machinery and plant (general)

safety checklist

Check	yes	no	n/a
Maintenance			
Is maintenance up to date?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are records kept of commissioning and all alterations, inspections and maintenance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operator training			
Is there evidence of training and instruction?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do operators hold relevant high risk work licences, if applicable? These are required for mobile cranes, forklifts, concrete placing units (truck mounted with a boom) and boom type elevating work platforms (greater than 11 metres boom length)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General safety			
Is plant registered with WorkSafe, where necessary?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the manufacturers' manuals and operator instructions readily available?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are load charts/capacity chart provided and legible?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are seatbelts fitted and functional?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Where a Rollover Protective Structure (ROP) or Falling Objects Protection Structure (FOP) is fitted, is it suitable and adequate to reduce the risks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is every dangerous part of fixed, mobile or handheld powered plant (machinery), as far as practicable, securely fenced or guarded unless positioned or constructed so it is as safe as it would be if guarded?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are people provided with safe access that is suitable for the work they perform in, on and around machinery and equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is other personal protective equipment provided as necessary? For example, high visibility clothing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has a noise assessment been conducted and have control measures been implemented? See also the checklist for noise.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are steam and hot water pipes insulated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Safe work procedures			
Have safe work procedures been provided and documented for use and maintenance of machinery and plant?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other sources of information

WorkSafe www.worksafe.wa.gov.au

Legislation

- The Occupational Safety and Health Regulations 1996

Code of practice

- Safe guarding of machinery and plant

Guidance note

- Isolation of plant
- Powered mobile plant

- Safe movement of vehicles
- Safe use of woodworking machinery
- Working safely with forklifts

Guides

- Agricultural workbook
- Front end loaders and their attachment on tractors
- Machine and equipment safety: an introduction

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