

Safety Task Card

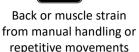
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Crush injuries and injuries as a result of entanglement



Electric shock or burns from incorrect use or use of faulty/damaged equipment



Cuts from contact with

sharp blades



Slip injuries as a result of spillages

What PPE should the individual wear?



What other precautions should be taken?



Operation of PA Production Lines – Cuisine Centre

Unit Managers - use page overleaf to list any hazards and control measures specific to your site which are not listed below

Safe System of Work

- 1. Only operate the machinery if you have been trained and have been authorised to do so.
- 2. Always operate machinery in line with the manufacturer's instructions.
- 3. Visually inspect machinery prior to Start Up and report any concerns or condition changes to your supervisor.
- 4. Check that all guards are in position and secured.
- 5. Keep clothing, lanyards etc away from moving parts so that they cannot become entangled and drawn into the equipment.
- 6. Never remove or interfere with fixed guards or protective covers.
- 7. Do not attempt to find faults or repair machinery; these tasks must be performed by maintenance personnel only.
- 8. All machine change overs, stops and breaks must be managed by the Machine Minder, in-line with operational agreements.
- 9. Ensure the line is cleared of the current production run prior to product change overs and always isolate the line prior to any tooling changes.
- 10. Observe good manual handling practices when changing tooling, supplying materials to the line and decanting products to containers and IBC's.
- 11. Never change tooling platens alone; this must always be completed by a two-person team.
- 12. Keep hands clear of impressions when changing or working near the cutting blade faces.
- During normal running maintain a constant run rate ensuring that materials supply and labour match the takt time.
 Continued on reverse

If you have any concerns, stop and speak with your line manager before proceeding.



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List any additional hazards or risks you have identified, and control measures required to manage these.

Operation of PA Production Lines – Cuisine Centre continued

Safe System of Work

- 14. Following completion of the daily production plan, run the line clear, then stop and isolate the line.
- 15. Ensure that the line is free from debris and that excess materials are appropriately dealt with to minimise waste.
- 16. Thoroughly clean the line using the dedicated cleaning equipment. Washing down must be undertaken in line with the training and instruction.
- 17. Follow the safety precautions on the Task Card for the chemical being used. This includes wearing PPE such as protective eyewear and gloves.
- 18. Take care when working and cleaning around switches and sensors.
- 19. Only use issued materials and cleaning equipment as trained. Always observe best practice.
- 20. Clean up any spillages immediately and use wet floor signs where appropriate.