

PUWER Assessment

Description here

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MACHINE

Dept/Location:

Name of Assessor:

Signature:

Date of Assessment:

Review Date:

Equipment Assessed:

Regulation 4 - Suitability	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Is the equipment suitable for the task?					
Is the equipment used for the correct purpose?					
What power sources does the machine use? (Electricity, compressed air etc.)					
Has a risk assessment been carried to assess ergonomic, substances and environment hazards? Refer to BS EN ISO 14121-1 : 2007					

Regulation 5 – Maintenance	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Is the equipment properly maintained?					
During maintenance, is the equipment turned off and isolated?					
Is the maintenance log book up-to-date (if kept)?					
Is the equipment subject to statutory inspection (e.g. COSHH, LOLER etc)					
Have maintenance staff received adequate information, instruction & training?					

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Regulation 6 – Inspection	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Is equipment inspected after installation and before being put to use for the first time?					
Is equipment inspected after it is assembled at a new site or location?					
Is work equipment inspected at suitable intervals when it is exposed to conditions causing deterioration, which is liable to result in dangerous situations (e.g. high vibrations)?					
Is the equipment inspected at regular intervals or frequency?					
Is the equipment inspected for safety, each time an exceptional circumstances arises e.g. a major fault occurs?					
If equipment leaves the undertaking, or if obtained from another person, it is accompanied by physical evidence that the last inspection has been carried out?					

Regulation 7 – Specific Risks	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Is the use of this equipment restricted to specific persons (e.g. abrasive wheels, circular saws, etc.)?					
Is the repair, maintenance, modifications and servicing restricted to specific persons?					
Have those persons who use, repair, maintain, modify or service the equipment been adequately trained? If so, state training received					

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Regulation 8/9 – Information, Instruction and Training	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Are users suitably trained?					
Are training records kept?					
Have all users of work equipment received adequate information, instruction and training, including: - <ul style="list-style-type: none"> Methods Risks Precautions Refer to BE EN ISO 14121-1 : 2007					
At what stage is training given, induction, first use or later?					
Has special emphasis been given to young persons under 18 years of age?					
Is the use of the machine limited to trained personnel only?					
Has an instruction manual been supplied with the equipment? Does it include written instructions for dealing with normal and abnormal operating conditions?					

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Regulation 10 – Conformity with EC Regulations (NEW EQUIPMENT ONLY)	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Dose the equipment comply with relevant community directives (e.g. does it display a CE mark)?					
If so and where an essential requirement has applied to the design and construction of an item, have the requirements of regulations 11-19 and 22-29 been applied?					

Regulation 11 – Dangerous Parts of Machinery	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Does guarding prevent access to all dangerous parts of the equipment during operation? Refer to BS EN ISO 13857 : 2008 (Safety Distances)					
Does guarding allow an adequate view of the operation?					
Are guards made of robust material or adequate strength? Refer to BS EN 953 : 1997 + A12009 (Guarding)					

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Regulation 12 – Protection Against Specific Hazards	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Are materials prevented from being ejected from the machine?					
Does the machine minimise the risk of over-heating, fire or explosion?					
Is the machine earthed?					
Are noise levels produced over 80 Decibels?					
Does the machine cause hand arm or whole body vibration?					
Are all lasers guarded and signed?					
Are any sources of ionising radiation safeguarded?					
Are hot or cold surfaces protected from contact?					
Does the design of the machine allow comfortable operation?					

Regulation 13 – High or Very Low Temperatures	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Where appropriate, are all parts of work equipment, articles or substances in the equipment protected to prevent burns by contact (engineering measures should always be applied, although circumstances may arise where the only form of protection may be PPE, etc.)?					

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Regulation 14 - 18 – Control Mechanisms / Systems
<i>This section is qualified by the term ‘where appropriate’ which relates to the features, functioning and the risk associated with use. Start, stop and emergency control systems are not generally appropriate for work equipment with no moving parts, or where the risk of injury is negligible, e.g. battery powered clocks (ref should be made to the guidance note). It may well be that some of the following questions are not applicable.</i>

Regulation 14 – Starting Controls	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Is the equipment fitted with start, stop or operating condition controls which require a deliberate action to operate?					
Can starting take place by use of a protective device (e.g. an interlock)?					
Are the controls protected against inadvertent operation (e.g. starter shrouded)?					

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Regulation 15 – Stop Controls	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Does the stop control mechanism bring the work equipment to a safe condition in a safe manner (less than 10 seconds with woodworking machinery)?					
Are all sources of energy switched off after stopping the equipment (compressed air/hydraulic pressure)?					
Does the stop control equipment operate in priority to controls which start or change operating conditions?					

Regulation 16 –Emergency Stop Controls	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Is the equipment fitted with an emergency stop control which operates in priority to any other control mechanism?					

Regulation 17 - Controls	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Are controls clearly visible and identifiable?					
Do the controls function correctly?					
Do stop controls over-ride the operating controls of the machine?					
Are the controls designed to require a deliberate restart after changes in operating conditions?					
Are the emergency stops easily accessible?					
Are start controls shrouded?					
Are there audible, visible or warning devices which are activated before the equipment starts?					

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Regulation 18 – Control Systems	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Do control systems allow for failures, faults and constraints to be expected in the planned circumstance of use, with no increased risk to health and safety?					
Does a failure of any part of the control system or its power supply lead to a ‘fail-safe’ condition, which will not impede the operation of the ‘stop’ or ‘emergency stop’ controls?					

Regulation 19 - Isolation	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Are there suitable means to isolate the equipment from all sources of energy (e.g. multiple lockable hasps, removal of plug, close and lock off valves, drain/ vent outlets, etc.)?					
Are the means of isolation clearly identifiable?					
Are they accessible?					
Are there appropriate measures to ensure that reconnection does not expose any person to a risk of injury (e.g. reconnection initiating movement, adequate guards)					

Regulation 20 – Stability	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Is the equipment stabilised by clamping or otherwise where necessary to prevent risk of injury (e.g. machines bolted to floor, scaffolds tied to building, outriggers on mobile cranes, etc.)					

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Regulation 21 – Lighting	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Are the places where the work equipment is to be used suitably and sufficiently lit (local lighting may be required on certain machines e.g. lathes, sewing machines)?					

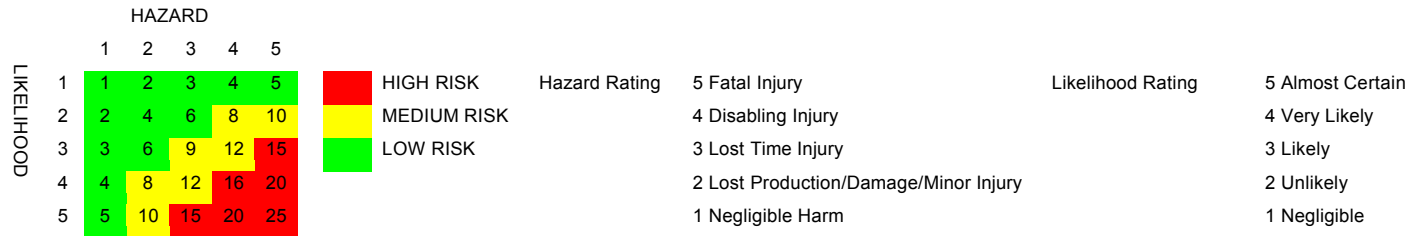
Regulation 22 –Maintenance Operations	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Is maintenance carried out with the machine stopped and isolated? If Y go to Reg 23					
If not and it is reasonably practicable to do so, are maintenance operations carried out without exposing persons to risk?					
If not, are there measures in place to reduce the risk of injury (e.g. temporary guards, limited movement controls, PPE, etc.)?					

Regulation 23 –Markings	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Is the equipment appropriately marked for health and safety purposes e.g. emergency stop controls, safe working load, colour code of gas cylinders					
Do all markings comply with BS 5378 or Safety Signs and Signals Regulations 1998?					

Regulation 24 - Warnings	Yes	No	N/A	Comment / Remedial Action (if any)	Action Taken
Are all warnings and warning devices unambiguous, easily understood, easily perceived (e.g. signs complying with the Safety Signs and Signals Regulations 1998, audible visible warnings on fork lift trucks, etc.)?				As above	

SUB-ASSESSMENT SHEET (Work Equipment / Machinery Safety)

Any answer to a question on the proceeding checklist, that requires further action is included in one or more of the Reasonably Foreseeable Outcomes, which are listed below.



Reasonably Foreseeable Outcome	Safety Issues Observed / Known			
Issues ref:				
	Hazard Consequence	Likelihood of	Risk H/M/L	Priority for Action

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Reasonably Foreseeable Outcome	Safety Issues Observed / Known			
Issues ref:				

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Recommendations

Ref.	Action	Relevant Standard	Priority	Who to Action	Date Comp.
Follow Up / Review Required? (Y/N)			By Whom?		
Date of next review					
Assessors Signature			Sign off by Manager		