11.17.22

CONVEYOR SAFETY AND OPERATION

WE WILL CONVEY THIS POLICY CLEARLY.

PURPOSE

Conveyors are designed to transport large quantities of materials to the plant using less effort. Safety on a conveyor starts with the employee-owner loading the conveyors and needs to be extremely careful.

Only designated, authorized persons are allowed to operate conveyors.

Conveyor systems shall be equipped with an audible warning siren. When the operator does not have a full view of the conveyor, the audible warning siren must be sounded 30 seconds prior to starting the conveyor.

Conveyors should not be loaded or put into motion until:

- A check is made to verify that all employee-owners are clear of the conveyor.
- All guards are in place.
- All conveyors with walkways shall be equipped with guards to enclose all nip or pinch points.
- At any area where employee-owners or equipment passes under a conveyor, suitable guards shall be provided to protect employee-owners from falling material.
- All conveyors with adjacent travel ways shall be equipped with emergency stop cords or a railing positioned to prevent persons from falling on or against the conveyor. Railings shall be constructed and maintained so as to not create a hazard and able to withstand the shock, vibrations, and wear of normal operations.
- Conveyors shall be locked out and tagged out with a “Do Not Operate” tag during repairs and when the operation is hazardous to employee-owners performing maintenance work.
- Never attempt to oil, grease, or clean parts while a conveyor is in use unless grease fittings are piped to an area away from guarded nip points.
- The use of or purchase of belt dressing of any type is prohibited.
- Never operate machinery without all guards in place and in good repair.
- All machine guards must be re-installed after removal for repair before the machine is restarted.
- Never ride or walk on a moving conveyor belt.
- Always stop belts to adjust skirts and scrapers.
- All walkways must be kept clean and free of debris.
- Conveyor systems must be constructed and installed to the manufacturer’s recommendations.
- Only trained personnel shall operate or perform maintenance operations.
- Conveyors must have a time delay and audible warning device upon start up.
- Conveyors must have an emergency shutoff device.
- All moving parts under 7’ must be guarded.
    + If you access a grease fitting or access panel that is above 7’ in a man lift, it will need to be guarded.
- Discharge points must be marked to keep personnel out of any hazardous areas.