



Web EHS*desk*[™] provides a fully integrated suite of web-based software modules designed to support administrative, operational, and business process information management associated with Environment, Health, and Safety (EHS).

The **Machine Guard (MG)** module allows the assessor to detail the equipment-specific machine guard assessment using a checklist that guides the assessor through questions aimed at ensuring all requirements of the machine guarding program are satisfied. MG provides for documentation of specific hazards, guards, and pictures showing the equipment once it is properly guarded. The printed Machine Guard Summary Report may be posted at the equipment and used as an operator reference.

Features and Functionality

- Machine Guard Worksheet to help gather necessary data
- Simple questionnaire to document the justification for the existence of machine guards
- Predefined pictures assigned to equipment that demonstrate proper guarding
- Machine guard summary report may be printed in an easy to read format to be laminated and posted at the equipment

Equip	ment Details		
	Equipment Id: GR-123456 Equipment Status: Active Location: Training Site Main Building Organization: Engrg Administration	Category: Grinding Machir Equipment Description: Vertical Grinder	
Asse	ssment Details		EC
	Assessment Date: 09/30/2011 Assessed By: Doe, Jane CAR Status: None	Machine Guarding Required?: Ye Redundant Guarding Required?: No LOTO ECP Status: Nor	
Asse	ssment Questions		EC
	ssment Questions Question	Answer	EC
Step DNE		Yes	EC
Asse Step ONE TWO Guard	Question Does the machine require guarding? Has the detailed machine guard assessment beer	Yes	EC

Machine Guard Summary Page

- List of Guards per machine associated with hazard
- Typical Users include EHS Professionals, Facilities & Services Maintenance Personnel, and Shop Floor Operations Personnel (rely on Machine Guard Summary Report)

Benefits

- Provides consistent process to document and manage machine guard inventory information
- Provides proof that equipment has been assessed to determine the machine guard hazards
- Posting report enables authorized personnel to safely operate machinery per the visual posting report, serving as a safety reference tool

Edit Ma	chine Guard Assessment - Questions
Step ONE	
oes the machin	e require guarding?
you answer "Yes	" to the following question, the machine requires guarding. Proceed to Step TWO; otherwise STOP.
Question	1 of 22
If you answer ' TWO; otherwis Yes No Comment:	Yes" to the following question, the machine requires guarding. Proceed to Step \odot NVA
elect the co	rrect answer, then click Next to continue.
NEXT	
SAVE AND EXI	T I
	Machine Guard Assessment Question

Reports

- Ad hoc reporting is available using a flexible search with multiple filters; query results can be printed or saved to an Excel[™] or Acrobat[™] format
- Machine guard assessment status readily available to view all equipment and associated status (Draft, Final, or Not Assessed)
- User-friendly machine guard posting report displaying pictures and guarding information available to print, laminate, and post at equipment



Integration Points

EHSdesk Corrective Action Request (CAR): a CAR can be created during the assessment to correct a missing or deficient machine guard

Process Flow Administrator Assessor Assessor Print & Complete Worksheet **Identify Guards Initial Setup** Establish Locations; establish users and user Add Assessment to Database Attach Pictures permission level **Complete Questionnaire** Change Draft Status to Final Module Setup Determine what hazards exist and if Load equipment; establish guards are required Print & Post Machine Guard Value Lists Report Machine Guard Summary Report Equipment Details Equipment Id: Grinder123 Category: Grinding Machine Description: Vertical Grinder

Equipment Status: Active Location: All Locations||Middletown

Assessment Details

Assessment Date: 03/07/2008 Assessed By: Doe, Jane CAR Status: None Comments: Contact area supervisor when assessment is finalized

Compliance

through 29 CFR 1910.244

Facilitates compliance with 29 CFR 1910.211

Machine Guarding Required?: Yes Redundant Guarding Required ?: Yes LOTO ECP Status: Draft

Guards

Fixed

Guard Name Guard Location Hazard Barriers/Railings Front Rotating Table Emergency Stop Front Use of the Machine Left Side Flying Debris Pictures



