STATUTORY INSTRUMENTS

1967 No. 1183

FACTORIES

The Unfenced Machinery (Prescribed Leaflet) Order 1967

Made - - - - 1*st August* 1967

Coming into Operation 21*st August* 1967

The Minister of Labour in pursuance of Regulation 4 of the Operations at Unfenced Machinery Regulations 1938(a), as amended by the Operations at Unfenced Machinery (Amended Schedule) Regulations 1946(b), hereby prescribes the precautionary leaflet to be supplied in accordance with that Regulation.

1.—(1) This Order may be cited as the Unfenced Machinery (Prescribed Leaflet) Order 1967 and shall come into operation on 21st August 1967.

(2) The Unfenced Machinery (Prescribed Leaflet) Order 1961(c) is hereby revoked.

2. The Interpretation Act 1889(d) shall apply to the interpretation of this Order as it applies to the interpretation of an Act of Parliament, and as if this Order and the Order hereby revoked were Acts of Parliament.

3. The leaflet for the purposes of the said Regulation 4 shall be in the form set out in the Schedule to this Order.

Signed by order of the Minister of Labour.

1st August 1967.

D. C. Barnes,
Secretary,
Ministry of Labour.

Article 3

SCHEDULE

F 280

A copy of this leaflet must be supplied by the occupier to each machinery attendant, who should read it carefully and keep it for reference.

FACTORIES ACT 1961

OPERATIONS AT UNFENCED MACHINERY REGULATIONS 1938 & 1946

Precautionary Leaflet Prescribed by the Minister of Labour for Machinery Attendants

This leaflet is the property of:

Name .....

Check No. .....

Department .....

(a) S.R. & O. 1938/641 (Rev. VII, p. 125: 1938 I, p. 1224).
(b) S.R & O. 1946/156 (1946 I, p. 494). (c) S.I. 1961/1106 (1961 II, p. 2082).
(d) 1889 c. 63.

Machinery Attendants

This leaflet is to help you to work safely

Read it carefully

Machinery which is in motion must be securely fenced unless its construction or position make it safe.

Certain specified operations *are* allowed at unfenced machinery while it is in motion, provided they are done by a machinery attendant. The machinery attendant has to be a man aged 18 or more; he must be specially trained and have a certificate of appointment by his employer.

The Operations at Unfenced Machinery Regulations 1938 and 1946 specify the precautions which must be taken in such cases.

A machinery attendant must not perform any operations other than those allowed by the Regulations and specified in his certificate of appointment.

The Regulations put a specific duty on the machinery attendant and this is contained in regulation 12.

This reads:

"Every machinery attendant or other person when carrying out an operation to which any of these Regulations apply shall:

(*a*) wear the overall required under paragraph (*b*) of regulation 5 in such a manner as to cover completely all loose ends of other clothing, and

(*b*) make proper use of any appliances provided for the safe carrying out of any such operation."

The Dangers

Accidents happen to persons oiling, examining or adjusting running machinery, or mounting belts. Small beginnings may lead to tragic endings. A portion of loose clothing may become entangled in the machinery or lap round a shaft and cause a fatal accident. When clothing is unwrapped from a shaft after an accident, entanglement is commonly found to have started with a ragged garment, scarf or tie or even a piece of waste protruding from the pocket. The skill of the workman will not ensure safety if there are loose ends of clothing, insecure ladders, projecting set screw and keys, or if belts are manipulated in awkward positions. **Revolving shafting, even when quite smooth, must always be regarded as highly dangerous. Skill is not everything; precautions must be taken.**

How to Avoid Accidents

The simplest way of avoiding accidents is to keep out of reach of unfenced parts in motion. In certain exceptional conditions and in certain processes, approach to unfenced, that is to say, unguarded running machinery, is unavoidable, and the aim of the Regulations is to limit the occasions on which unguarded running machinery is approached and to lay down proper precautions. **Even under such conditions, freedom from danger depends greatly on the skill, care and self-discipline of the persons who carry out this work.** The machinery attendant must therefore be instructed as to the requirements of the Regulations and be sufficiently trained for the work and be acquainted with the dangers from moving machinery.

Circumstances when approach to unfenced running machinery is allowed

Such approach may be made only by persons who have been appointed in writing as machinery attendants.

1. For examination, or for any lubrication or adjustment which the examination has shown to be *immediately* necessary, *provided always that such work must necessarily be done while the machinery is in motion,* or
2. In the case of transmission machinery in certain specified continuous processes (see the Appendix to this leaflet) for belt mounting or shipping or for lubrication.

Precautions

1. A close fitting, single piece overall suit in good repair shall be worn. It shall have no loose ends and no external pockets except a hip pocket. It must be worn in such a way that it completely covers all loose ends of other clothing.
2. No guard shall be removed from any part of machinery except when the examination cannot otherwise be carried out and it shall be replaced immediately the examination and subsequent lubrication or adjustment which may be shown to be necessary have been completed.
3. Machinery attendants shall make proper use of any appliances provided for the safe carrying out of any such operations.
4. Machinery attendants shall make use of the secure foot-hold and hand-hold provided as a precaution against slipping.
5. If a ladder is used it shall either be securely fixed or lashed or held firmly by an assistant.
6. Another person, who has been instructed as to what to do in case of emergency, shall be immediately available within sight or hearing.
7. Steps shall be taken to prevent anyone else being endangered.
8. Belt mounting is permitted on moving transmission machinery in use in certain continuous processes, if serious interference with the process would be caused by not mounting the belt until the machinery is stopped. Only in those processes listed in the Regulations of 1946 (see the Appendix to this leaflet) is belt mounting in motion permitted. Additional precautions are required in connection with this work and among these are:
   (*a*) No belt shall be handled at a pulley for mounting or shipping unless it is less than 6 inches in width and unless it has already been used for driving on that pulley.
   (*b*) No belt shall be mounted unless there is reasonable clearance between the pulley and any fixed structure.
   (*c*) No belt shall be mounted unless there is secure foot-hold and, where necessary, secure hand-hold.
   (*d*) The belt fasteners shall be flush with the belt.
   (*e*) The belt, including the joint and pulley-rim, must be in good repair.

APPENDIX

Continuous processes for which it is permissible to mount or ship belts and to carry out lubrication while transmission machinery is in motion:

1. All processes in the manufacture of—
   (*a*) beet sugar,
   (*b*) paper or paper-board,
   (*c*) viscose transparent paper or film,
   (*d*) flour from wheat,
   (*e*) provender and compound foodstuffs for animal feeding,
   (*f*) sodium carbonate by the ammonia soda or Solvay process,
   (*g*) caustic soda by the ammonia soda or Solvay process, or by continuous causticising,
   (*h*) sulphur dioxide,
   (*i*) sodium hyposulphite (" hydrosulphite ") or sodium sulphoxylate,
   (*j*) inlaid linoleum.
2. All processes in the milling of cereals, seeds or nuts.
3. All processes in the extraction of oil or other similar products from cereals or seeds.

4. The filtering process in the manufacture of sulphate of ammonia.
5. The phosphate reaction pumping process in the manufacture of concentrated fertiliser.
6. The electrolytic process for the manufacture of metallic sodium as regards the operation of dredging the sodium cells.
7. The electrolytic process for the manufacture of caustic soda.
8. Any manufacturing process in which a mixture of nitric and sulphuric acids is employed and where risk of fire or explosion would arise if the transmission machinery were stopped.
9. The reducing, volatilising and decomposing processes in the production of nickel.
10. Any process in the manufacture of phosphorus halides directly from phosphorus involving risk of considerable rise in temperature and of evolution of toxic gases if the transmission machinery were stopped.
11. The process of enamelling wire including re-winding after enamelling.
12. The kier process in the manufacture of aluminium from bauxite.

EXPLANATORY NOTE

(This Note is not part of the Order.)

This Order prescribes the precautionary leaflet to be supplied in accordance with Regulation 4 of the Operations at Unfenced Machinery Regulations 1938 (as amended) to every machinery attendant to whom the said Regulations apply.

The leaflet prescribed by this Order is in substitution for that prescribed by the Unfenced Machinery (Prescribed Leaflet) Order 1961, which is revoked.