How to work safely around surface mine conveyors

This procedure explains how to work safely around surface mine conveyors during operation, examination, maintenance, lubrication, startup, and emergencies. It covers guarding, safe access, emergency stops, lockout/tagout (LOTO), the MSHA SLAM risk program, and incident response. The same basic practices apply from a single belt at a small mine to a long, multi-source system at a large operation.



Worker in safety gear walking along a conveyor system during a workplace examination.

Purpose

This procedure applies to surface mine areas where belt conveyors move bulk material. This includes work on or near the conveyors themselves, and nearby crushers and screens. It covers examining, adjusting, cleaning, lubricating, maintaining, repairing, starting, and designing conveyor equipment.

The objective is to prevent fatal accidents and serious injuries. Conveyors have caused these injuries every year for decades, often during inspections, adjustments, minor and major maintenance, and cleaning. Follow established safe work practices and keep physical safeguards, such as guards and barriers, installed and maintained on all conveyor equipment.



Illustration of a worker reaching into a moving conveyor belt, showing unsafe behavior.

Hazards

All belt conveyors present inherent dangers while in motion, and some hazards remain when they are idle. Identify the following hazards before you start any task near a conveyor.

- **Moving parts, pinch points, and stored energy.** These are present on any conveyor, in motion or idle.
- **Unsafe actions and complacency.** Workers who know the dangers still get hurt by reaching into moving conveyor parts or bypassing safety guards. Many injuries occur during routine tasks that workers have performed for years.
- **Distraction.** Personal problems, worries, and distractions increase the risk of injury.

- **Electrical.** Electricity is not the only hazardous energy source, but it must be locked out before maintenance or repair.
- **Overhead power lines.** Keep the distance shown on posted signs, for example "DANGER!!! OVERHEAD POWER LINES 30'".
- **Other stored energy.** Gravity, hydraulic systems, pressurized air, mechanical devices such as springs, and water can all store energy. Inspect for hydraulic cylinders, pressurized lines, and mechanical linkages. Gravity can also reverse a conveyor belt.
- **Overhead drive belts.** A broken belt can whip its ends off the pulley.
- **Flying or falling material.** This hazard exists when crushers, conveyors, or screens operate.
- **Falls onto or against the conveyor.** This applies wherever a travel way runs immediately beside a belt. Falling into a mixing hopper can be fatal.
- **Clothing and glove entanglement.** Gloves and clothing can be caught while shoveling or doing maintenance around moving parts. In one reported case a miner wearing five layers of clothing in cold weather was pulled onto a belt after reaching around a guard.
- **Working alone and working at height.** Work at height or on elevated platforms needs fall protection. Employees who work alone near conveyors need a way to be monitored.

- **Health exposures.** Noise and dust affect workers who operate or work near conveyors.



Bulk material being stacked by a conveyor belt system with trees in the background.



Worker with a hard hat and clipboard, with on-screen text "Must Have Coal Surface Foreman's Certificate".

Ground control, mobile equipment, explosives, gas, and fatigue hazards are not described for conveyor work. Add the site-specific hazards and control limits for those categories here.



Close-up of industrial equipment showing hydraulic cylinders, mechanical linkages, and a yellow mesh guard.

Responsibilities

Supervisor and workplace examiner. Make sure conveyor belts and related equipment are included in the workplace examination at the start of each shift. A competent person, such as someone holding a Coal Surface Foreman's Certificate, conducts it and covers all MSHA standards that pertain to belt conveyors. Supervisors confirm that workers assigned to conveyor maintenance have completed detailed task training and shown they are qualified. They also check credentials and training records before work begins, and make sure workers are trained on the location and use of emergency stop devices. Examiners also evaluate flying or falling material hazards and install guards or shields as needed. Supervisors hold a briefing before unscheduled work and make sure the conveyor procedures are part of a formal training program and/or written procedures manual that all employees can reference.



Worker in safety gear standing near a conveyor belt with yellow safety guards installed.

Conveyor operator. Visually inspect the entire length of the conveyor before startup to confirm that all personnel are clear. Sound the alarm or warning signal before starting, and allow enough time for exposed workers to reach a safe location.

Maintenance personnel. Only qualified, trained workers perform conveyor maintenance. Lock out and tag out before removing guards or working on moving equipment. Stay focused on safety throughout the job. Only the person who installed a lock and tag removes it, unless the lockout/tagout program names other authorized persons. Record equipment problems in the maintenance log and report them to supervisors and teammates.



Worker attaching a lockout tag and lock to a control switch on a large electrical panel.

All workers. Do not bring distractions to the job. Never reach into moving parts or bypass guards. Know where the emergency stop buttons are, and stop the conveyor immediately if someone is in danger.

Spotter and control room. Neither role is described for conveyor work. Define here who watches for personnel near the conveyor and who authorizes startup and shutdown from a control panel.

Pre-task checks

Workplace examination

Include conveyors and related equipment in the examination at the start of each shift, performed by a competent person. Treat every MSHA safety item as equally important.

Guards

Confirm that all guards are in place and in good condition.

- Guards are substantial in construction and can withstand shock and vibration.
- Guards are securely mounted so that no one can reach moving parts from under or around them.
- Guards have no holes or sharp edges. Repair or replace any that could cause injury.
- Guards have no gaps or weak points that would let a person reach moving parts, and all areas with moving components are fully covered.
- Color-coded guards, such as yellow, are all present. Operators use color coding so that a missing or removed guard is obvious.

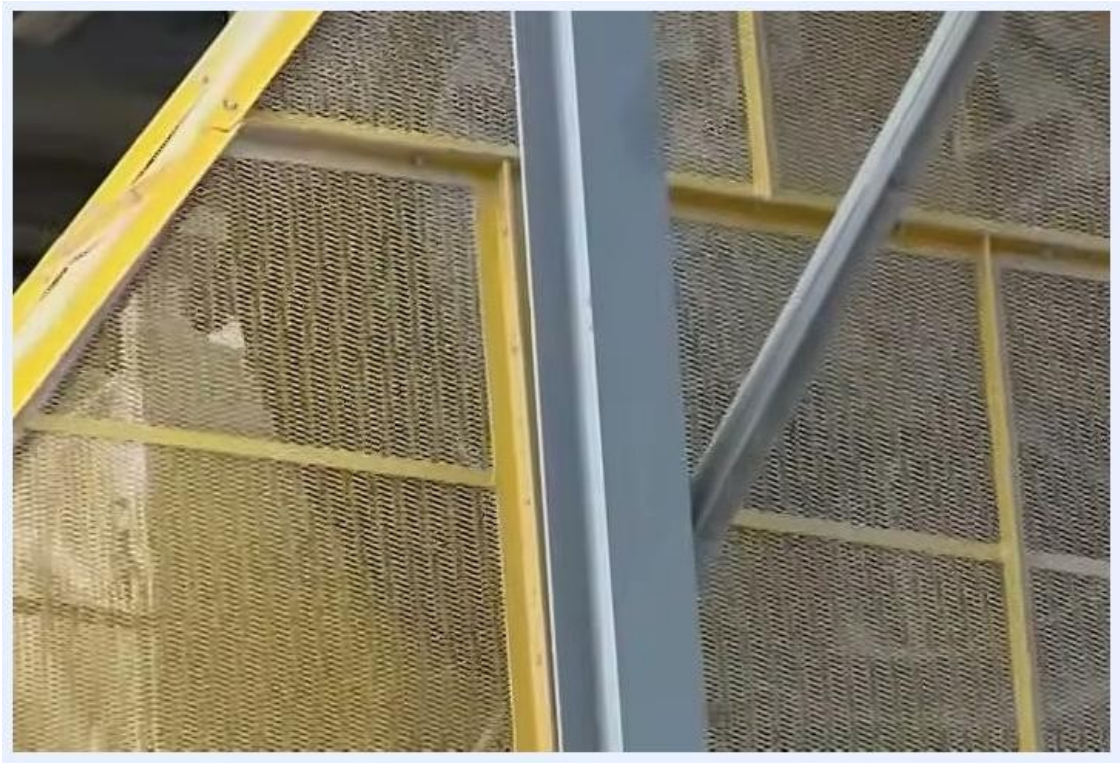
- Suitable guards are installed in overhead drive belt areas where a hazard exists.



Yellow metal mesh guards securely installed over conveyor moving parts.

Access, travel ways, and emergency stops

Confirm that crossovers, fixed ladders, stairways, and platforms give sound footing and handholds, with proper handrails and toe boards where required. Confirm that emergency stop devices or railings are in place along travel ways beside the belt (see steps 5 and 6). Check that emergency stop pull cords and switches work, are visible, are easily accessible, and are clearly marked.



Large conveyor system with overhead drive belts above material piles.

Lockout equipment

Locate the lockout station and obtain locks and tags. Each lock has only one key, and the person doing the work controls it.



Worker in hard hat and safety gear retrieving locks and tags from a yellow "LOCKOUT STATION" mounted on a wall. Multiple tags and lockout devices are visible.

Pre-task briefing and risk assessment

Gather all team members at the worksite before starting. Review the task, discuss the hazards of the environment and machinery, and make sure everyone understands their responsibilities. Use a checklist or hold a safety meeting so that all risks are identified and mitigated. Always do this before unscheduled or emergency maintenance.



Warning sign reading "DANGER!!! OVERHEAD POWER LINES 30'" in front of a conveyor structure.

Apply the MSHA SLAM program (Stop, Look, Analyze, Manage) before any task.

- **Stop:** Pause before beginning, especially if the task is new or unusual.
- **Look:** Examine the work area and equipment for hazards.
- **Analyze:** Assess your skills, experience, and the tools required.

- **Manage:** Take action to control or eliminate the identified risks.



Group of workers in hard hats standing together in front of large material piles, holding a clipboard.



Hands holding an octagonal "SLAM RISKS" badge with the words Stop, Look, Manage, Analyze.

PPE and equipment condition

Wear the personal protective equipment (PPE) your site requires, including hard hats and safety glasses. Wear ear protection and dust masks where required, and follow posted caution signs. Wear clothing suited to the environment, but avoid loose or excessive layers that increase entanglement risk. Select portable ladders of the proper height and inspect them before use.



Large industrial conveyor and processing structure with platforms, stairs, and railings.

Communication checks

The source gives no radio or call-sign requirements. Record the site's communication checks and call-outs for conveyor work here.

Safe work steps

Examine and guard the conveyor

Follow these steps to work safely around surface mine conveyors during examinations and routine checks.

1. **Examine guards on every conveyor.** Check each guard for substantial construction, secure mounting, and absence of holes, sharp edges, and gaps. Check that no moving part can be reached from under or around the guard. Do not reach around or bypass a guard to do a job.
2. **Guard overhead drive belt areas.** Where a broken belt could whip off the pulley, install suitable guards. Check elevated drive areas for proper, secure guarding, and make sure moving parts and pulleys are shielded.



Worker installing a yellow mesh guard over a conveyor component.

3. **Use safe access.** Use crossovers, fixed ladders, stairways, and platforms for examinations. Keep handrails and toe boards in good condition and securely installed.
4. **Use portable ladders safely.** Use a ladder of proper height so you do not overreach. Place it on solid, stable footing, away from machinery and electrical hazards. Tie it off if needed to prevent tipping or movement.
5. **Provide emergency stops along travel ways beside belts.** Where a travel way is immediately adjacent to a belt and the conveyor is unguarded, install emergency stop devices, such as pull cords or

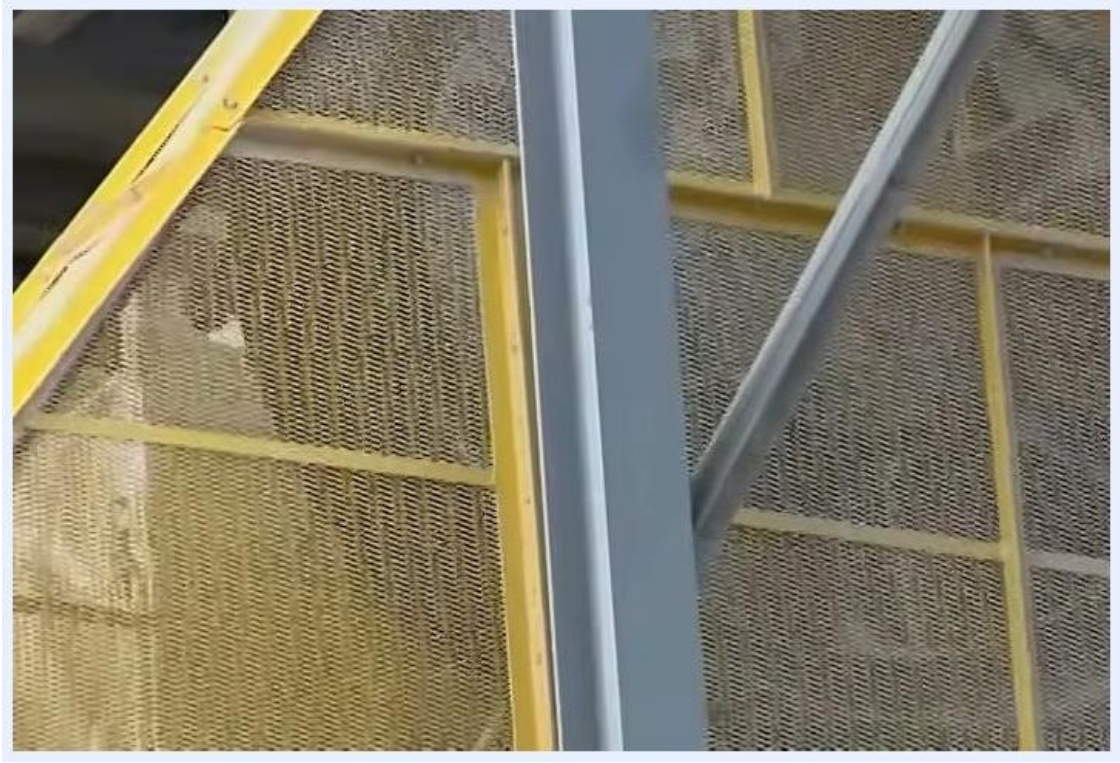
stop switches, along the entire length. Position them so anyone who falls on or against the conveyor can quickly deactivate the drive motor and stop the belt.

6. **Use railings only where emergency stops are not installed.** Fit the entire travel way with sturdy, continuous, securely mounted railings to keep people from falling onto the conveyor. Railings are not a substitute for guards, because inadvertent contact with the conveyor is still possible. Treat emergency stops as critical even where railings are present.

7. **Inspect and test emergency stops.** Regularly check that pull cords and switches work and are visible. Test them periodically to confirm they stop the belt promptly.



Worker inspecting near a red metal mesh guard at a conveyor system.



Close-up of yellow mesh guard covering conveyor components with no visible gaps.



Elevated conveyor drive area with safety railings and guarding in place.



Industrial platform with grated flooring and secure footing.



Worker on an elevated platform with red handrails and yellow mesh guards.



Worker climbing a red portable ladder while another worker steadies it.



Close-up of a worker's foot placing a ladder securely on the ground.



Elevated conveyor with yellow railings along the walkway.



Red emergency stop pull cord and switch mounted along a conveyor.

Lock out, tag out, and control energy

8. **Stop-work rule for guards.** Before any job near moving parts, verify that all guards are in place and secure. Do not begin if moving parts are not guarded. If guards must be removed for maintenance or repair, first lock out and tag out the equipment using your site's LOTO procedures.
9. **Keep people away from operating equipment.** Do not let anyone work near crushers, conveyors, or screens while they operate. Assess the hazards and make sure guards or shields protect against contact with moving parts and against flying or falling material. Install guards or shields where needed, and inspect them regularly for integrity and effectiveness.



Metal mesh guard installed over a moving part of industrial equipment.

10. **De-energize and block the equipment.** Do repairs or maintenance only after electrical power is de-energized. Block the equipment against any possible motion.
11. **Apply locks and tags to MSHA standards.** MSHA requires power switches to be physically locked out before maintenance or repair begins.

- Use a lock controlled by the person doing the work, with only one key, kept by that person.
    - Attach a warning notice or tag at the power switch.
    - Tell all affected personnel that work is in progress and that equipment is locked out.



Worker securing a lockout tag and lock to a control switch on an electrical panel.

12. **Verify power is off.** After applying locks and tags, try the start switches to confirm that power is completely off. Never rely on a tag alone. Always use both locks and tags.

13. **Control all other stored energy.** Reduce all potential energy to zero before starting work. Release or control electrical, hydraulic, pneumatic, mechanical, and water energy using lockout devices, bleed valves, or mechanical blocks as needed. Use blocks, hoists, or other mechanical supports so equipment cannot move under gravity or mechanical force. Confirm that all moving parts are restrained. Prevent belt reversal by gravity with mechanical stops or other engineering controls as required.



Worker using a lockout device on a control box on an elevated platform.

14. **Keep clear of overhead power lines.** Look for overhead lines and maintain the distance shown on posted signs, for example 30 feet where a sign reads "OVERHEAD POWER LINES 30'".

15. **Remove locks and tags only as authorized.** The person who installed them removes them after the work is complete. Other authorized persons may do so only as specified by the lockout/tagout program. Never remove another worker's lock or tag.



Worker in safety glasses and hard hat, providing a personal account of a conveyor belt accident, emphasizing the importance of following safety protocols.



Large industrial machine with yellow safety railing and mesh guard.



Worker retrieving tools from a truck-mounted toolbox at a gravel worksite.

Maintain, adjust, and lubricate

16. **Assign only qualified personnel.** Allow only workers who have received detailed task training and demonstrated their qualifications to do conveyor maintenance. Do not permit untrained or unauthorized personnel to maintain or repair conveyors. Supervisors confirm credentials and training records before work starts.
17. **Brief the team before unscheduled work.** Review the task and hazards, and confirm every team member understands their role.
18. **Stay vigilant and protect against falls.** Stay focused on safety throughout the job and eliminate hazards before and during the work. Make sure workers use appropriate fall protection and stand safely when working at heights or on elevated platforms.

19. **Adjust belts only when stopped, locked out, and guarded.** Before adjusting a belt, confirm the system is stopped, locked out, and fully guarded. Keep hands and tools away from moving parts, even if the belt appears stopped. Communicate with coworkers during the adjustment. Conveyor belts can move unexpectedly if not locked out, so keep hands, fingers, and clothing away from the belt and pulleys. Identify the direction of belt travel, especially near the tail pulley. Do not stand or reach in the path of moving parts.



Conveyor with yellow railings and an adjacent walkway.

20. **Stop work if guards are missing.** Before any adjustment or maintenance, check that all guards are in place, especially around pulleys and moving parts. If any are missing, do not proceed. Report the issue and wait for corrective action. Never adjust or repair belts or pulleys on unguarded equipment. Wait until all safety devices are properly installed and the system is locked out.
21. **Apply belt dressing from outside the guards.** Never apply belt dressing while the conveyor is moving. If you use a pressurized applicator, stay outside the conveyor guards at all times.
22. **Lubricate only when the conveyor is stopped and locked out.** Identify all lubrication points that need regular service. Do not bypass

safety procedures for convenience or speed. Where possible, use lubrication extension fittings so you can reach lubrication points without removing guards or exposing yourself to moving parts. Apply lubrication from a safe location.

23. **Document equipment problems.** Record problems such as pulley issues or belt tracking in the maintenance log. Tell supervisors and team members so the problem is resolved before it causes an accident.

24. **Stay aware of conditions and coworkers.** Watch environmental conditions and the presence of other employees. Make sure everyone knows about ongoing maintenance or adjustments.



Worker in hard hat and safety glasses looking up at industrial structure, appearing to assess the work area. Outdoor setting with steel beams and trees.



Two workers in hard hats reviewing paperwork or instructions outdoors.



Two workers in a raised work platform inspecting overhead conveyor structure.



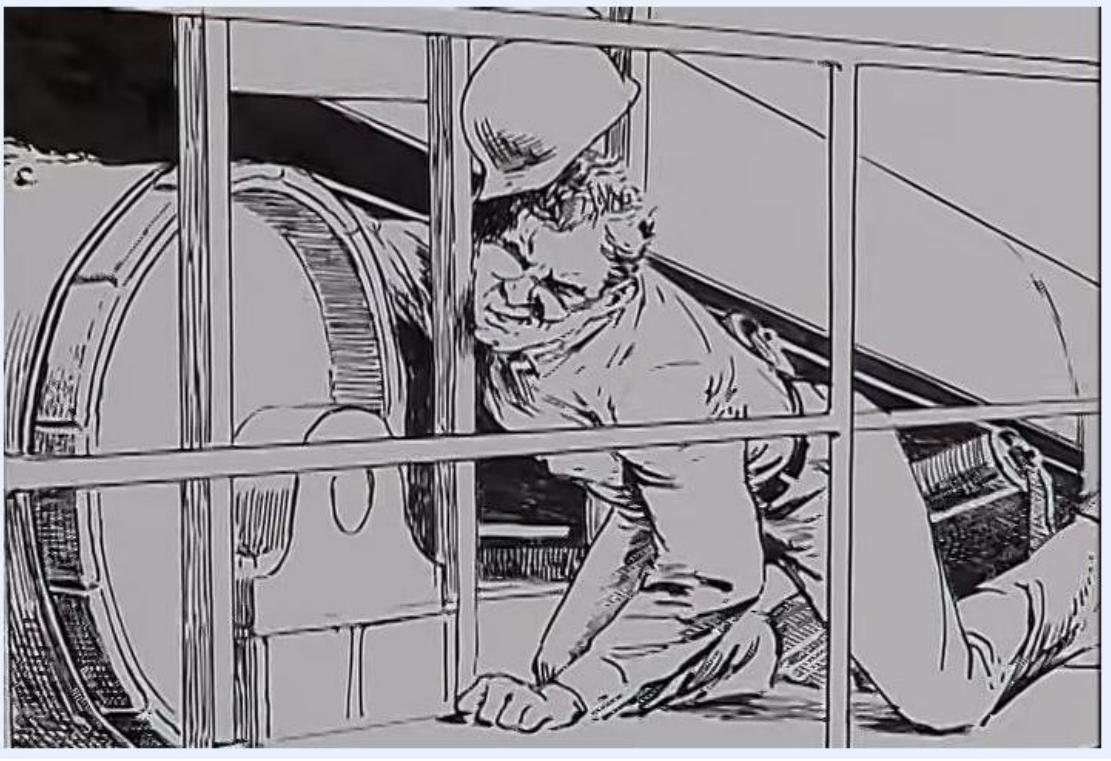
Outdoor conveyor system with an American flag and a worker near the base of the conveyor.



Loader dumping material into a truck beneath an elevated conveyor system.



Worker climbing a yellow-railed catwalk to reach conveyor equipment.



Black-and-white illustration of a worker in a hard hat reaching into a conveyor pulley area.



Worker reaching into a conveyor pulley beside a "DANGER DO NOT OPERATE" lockout tag.



Worker in a reflective uniform ascending yellow stairs next to a conveyor system.



Two workers near conveyor equipment, one writing in a notepad.



Two workers beside an outdoor conveyor in a snowy environment, pointing at a section with visible pulleys.



Two workers in hard hats beside a conveyor system, one pointing at the equipment.

Restart the conveyor

25. **Prepare for restart.** Restart a conveyor after maintenance or repair only by following the site's established operational procedures. Replace all guards and clear all tools and materials from the work area first.

26. **Visually check the full length of the conveyor.** The conveyor operator inspects the entire length to confirm that all personnel are clear. Use communication protocols or visual checks so no one is in harm's way. Remove locks and tags first, as described in step 15.



Two workers in hard hats and safety glasses standing close together outdoors, reviewing paperwork or instructions. Coiled cables and industrial equipment visible in the background.

27. **Warn all affected people before startup.** Notify everyone who may be affected. Use an alarm or warning signal, with enough time between the alarm and startup for workers to react. Allow exposed workers enough time to move to a safe location away from the conveyor, and confirm the area is clear before you start.



Worker using a tool on a yellow mesh-guarded section of conveyor equipment.



Worker operating switches on an electrical control panel with labeled switches and safety tags.



Wide view of an outdoor conveyor system at an industrial site. Multiple conveyors, a large mixing tower, vehicles, and equipment are visible. The environment is a mining or aggregate facility with dirt roads and wooded hills in the background.



Worker in a hard hat walking along a yellow-railed catwalk away from the operational area.

Design and install conveyors with safety in mind

28. **Plan new or upgraded systems for safety and efficiency.** During design, consult mine operators and safety professionals to identify hazards and apply best practices. Consider current and future operational needs, and lay out the system for safe access and maintenance. Accurately determine present and future conveyor capacities using reliable data and projections.



Worker at a control panel with a touchscreen displaying conveyor controls and warning indicators.

29. **Build the structure safely.** Position tail pulleys above the ground surface to prevent contact with debris and to ease maintenance. Install protective guarding around moving parts. A smooth tail pulley can reduce the severity of injuries if entanglement occurs, so favor safer equipment designs and regular safety reviews. A self-cleaning pulley, in one reported incident, could have made the outcome fatal. Evaluate equipment modifications for safety risks.



Worker retrieving locks and tags from a yellow "LOCKOUT STATION" mounted on a wall.

30. **Monitor employees working alone.** If someone must work alone near conveyors for extended periods, set up a means to monitor their safety, such as regular check-ins, cameras, or a buddy system. Communicate and follow the monitoring procedures.
31. **Consult MSHA early and address health matters.** Engage MSHA early in the design phase for guidance on regulations, equipment standards, operational requirements, and health considerations such as noise and dust control. Provide PPE such as ear protection and dust masks as required.
32. **Establish and communicate procedures before production.** Before the equipment goes into production, develop clear operational

procedures and safety practices and communicate them to all personnel. Post caution signs and make sure required PPE is worn in designated areas.

33. **Build the procedures into training.** Put all conveyor safety procedures and operating guidelines into a formal training program and/or written procedures manual. Make sure all employees receive the training and can reference the manual.



Newly installed conveyor system with a red cover supported by a metal frame.



Conveyor with a blue cover elevated above a quarry.



Close-up of a conveyor tail pulley with yellow mesh guarding, elevated above the ground.



Tall conveyor structure with several motors and a worker on the upper platform.



Several workers in hard hats walking near the base of a conveyor system.



Two workers in safety gear inspecting conveyor components.



Worker with a hard hat and ear protection at a doorway marked "CAUTION EAR PROTECTION REQUIRED".



Three workers seated at a table in a training room.

Stop-work conditions

Stop the conveyor and the work immediately in any of these situations.

- You are at risk of falling or being pulled into hazardous equipment, such as a mixing hopper. Reach for and press the stop button first, before trying to recover.
- Guards are missing, removed, or not secure.
- Power has not been verified off, or a lock or tag is not in place.

- You do not have the skills, experience, or tools to do the task safely. Consult a supervisor or request training or equipment.



Three workers in hard hats and safety harnesses reviewing paperwork at an industrial site.

Emergency response

Stop the equipment

If you see a hazardous situation or must prevent injury, reach for the stop button and press it to halt the conveyor. Failing to stop moving equipment in time can cause severe or fatal injuries. In one reported incident, a miner pulled onto a belt reached the emergency stop button and prevented further harm. Know the location and operation of every emergency stop in your area.



A person in safety gear (hard hat, safety glasses, black shirt) speaking outdoors, likely providing safety instructions or recounting an incident. Trees and foliage are visible in the background.

Call for help

If an accident occurs, shout or signal nearby employees for assistance immediately. A quick response from coworkers can be critical. Train all employees to respond appropriately. Witnessing a severe injury can leave coworkers in shock, so support them afterward.



A man in an office setting, seated in front of a "Working Drug-Free Works" poster, appears to be recounting a personal experience, emphasizing the importance of following safe procedures.



The same man in the office, now with a pained expression, illustrating the consequences of a conveyor belt grabbing his hand and finger.



The man in the office continues his account, providing further details about the incident and reinforcing the lesson.



A man in a beige sweater sits in an office chair, recounting a serious workplace incident. Behind him is a "Working Drug-Free Works" poster. The setting is an office with paperwork and office equipment visible.



The man continues his account, gesturing with his arm to illustrate the moment the conveyor severed his limb. The office setting remains unchanged.



The same man, now leaning to the side in his chair, demonstrates with his body how he pushed himself away during the incident. Office equipment and a safety poster are visible in the background.



Two workers at an industrial control panel, one kneeling inside the panel, with a fire extinguisher nearby.

If you are caught in a conveyor

Try to move your body away from the machinery to limit further injury. In some cases the conveyor keeps pulling a trapped limb in as far as it can, and limb amputation can result. This is why you never work on or near a conveyor without lockout/tagout and guarding in place. In one reported incident a worker's arm was caught and no one knew he was there. The plant shut down automatically, and the operator went to investigate. A coworker who came to shovel found him in the conveyor.



Worker in a safety harness walking toward a conveyor system with a control box labeled "26".

First aid and bleeding control

Raise the injured limb as high as possible, up under the armpit, to help control bleeding. Use a belt or similar item as a tourniquet, positioned as high as possible on the arm. Confirm that bleeding has stopped before moving on. In one reported incident, a belt twisted and pulled a worker's arm up under the armpit. A doctor's skilled care was critical to the outcome, which shows the value of trained medical personnel in industrial settings.



A conveyor system with a red cover and metal supports is shown in an outdoor mining environment.



A person seated, holding their arm tightly against their chest to demonstrate how a belt was used as a tourniquet to stop bleeding.

Move the injured person and direct responders

Move the injured person to a designated area where they can lie down and receive care. Use several team members, proper lifting techniques, and equipment such as a stretcher. Keep communicating and coordinating among the rescue team. Make sure all personnel know the ambulance entrance and the fastest route to it. Follow posted signs to direct emergency responders to the correct entry point.



Large loader dumping material into a truck beneath an elevated conveyor system. Outdoor mining or aggregate site with conveyor structure and American flag.



A person seated in an office chair, demonstrating with their arm how an injury occurred under the armpit. Office equipment and a "Working Drug-Free Works" poster are visible in the background.



Workers in safety gear and hard hats assisting an injured person onto a stretcher.



Large "AMBULANCE ENTRANCE" sign with an arrow near an industrial facility.



A man in a white hard hat and safety glasses stands on a grassy area with trees in the background, discussing the dangers of self-cleaning pulleys.



A man in a white hard hat gestures with his right hand while explaining how his arm was caught in the conveyor, standing outdoors with trees in the background.



A man in a white hard hat stands with hands clasped, discussing how the plant shutdown led to his rescue, with a wooded area in the background.



A man in a white hard hat stands outdoors, describing how a coworker found him during an emergency.



A man in a "Faulkner University" sweatshirt, identified as Tony R. Davis, instructs on lockout/tagout procedures in a classroom setting. Several radios are visible on a table.



The instructor, Tony R. Davis, gestures with his hands while emphasizing the importance of blocking all motion before maintenance.



A man in a white hard hat and safety glasses expresses gratitude for skilled medical assistance, standing outdoors.



A close-up of a man in a white hard hat and safety glasses, standing outdoors, highlighting the importance of individual responsibility in emergencies.



Closing credits thanking companies for their help in making the training DVD, displayed over an image of a conveyor system in an industrial setting.



The instructor in a classroom setting, continuing to emphasize safety vigilance.



Closing credits listing contributing companies, overlaid on an image of a large outdoor conveyor system in an industrial yard.

Emergency supplies

Place emergency kits 5 to 10 feet from critical equipment such as the tail pulley, preferably 5 to 6 feet. Regularly check that emergency supplies are accessible and clearly marked.



Close-up of the man’s face, showing a serious and somber expression as he describes the emotional aftermath of the incident.

Lessons from reported incidents

- Material filled in around a conveyor belt and contributed to one incident, so keep environmental factors in mind.
- In one incident, a miner reached around a guard to apply belt dressing, which led to a broken wrist, a fractured elbow, and torn muscles and tendons.
- Do not reach around a guard to apply a product. Use proper tools and follow lockout/tagout before working near moving parts.
- When shoveling or doing maintenance, remember that gloves or clothing can be caught in moving parts.

- Stop, lock out, tag out, and block all motion on conveyor systems before maintenance. Your actions may save a coworker's life.



Long conveyor with an adjacent walkway, yellow railing, and overhead lighting.



A man in a hard hat and safety glasses, standing outdoors with trees in the background, speaking about the incident. The name "Jerry Taylor" is displayed on the screen.

Evacuation routes, the muster point, the rescue contact, and incident notification are not specified for conveyor work. Record the site's evacuation route, muster point, rescue contact number, and the notification chain for supervisors, MSHA, and the emergency services here.

Records

The conveyor procedures call for these records.

- **Shift workplace examination.** Record the examination of conveyors and related equipment performed by the competent person at the start of each shift, covering all MSHA items for belt conveyors.
- **Maintenance log.** Enter conveyor operating problems, such as pulley issues or belt tracking, and tell supervisors and teammates.
- **Training records.** Supervisors review these to confirm each worker's qualifications. Keep the written procedures manual available to all employees.
- **Lockout/tagout.** Locks and tags identify who is working on equipment. Use the lockout station to obtain them.

- **Emergency stop inspections and tests.** Test emergency stops periodically and keep a record of the results.
- **Pre-task briefings and checklists.** Keep the checklist or briefing documentation used for scheduled and unscheduled work.



Two workers in safety gear performing maintenance on a conveyor belt system.

Form numbers and retention periods are not specified. Record the site's required forms and how long each record is kept here.

What's next

- Review the written procedures manual and training program for your conveyor area.
- Walk the conveyor with your supervisor and locate every emergency stop, lockout station, ambulance entrance, and emergency kit.

- Apply SLAM and a pre-task briefing before your next task, scheduled or not.



Industrial conveyor drive with yellow mesh guard and warning label.