

 <b>DALHOUSIE UNIVERSITY</b> <i>Inspiring Minds</i>  <b>Safe Work Instructions for Hydraulic Presses</b>	<b>Policy Sponsor:</b>  Assistant Vice President Facilities Management	<b>Approval Date:</b>  September 2010
	<b>Responsible Unit:</b>  Trade Services	<b>Revisions:</b>  August 2018

**Hazards Identified:**

Heavy objects, guards not in place, pinch points, hydraulic fluids, crush points, improperly secured materials, slippery surfaces, entanglement

**Personal Protective Equipment Required:**

Safety boots, safety glasses, safety gloves, hard hat, face shield,

**Training Required:**

Before using this type of equipment employees must receive training from a competent person in its proper set-up, use and maintenance.

Proper use, care and maintenance of all required PPE.

These safe work practices must be reviewed regularly and must be followed at all times.

1. Do not attempt to operate this equipment unless you have been trained by a competent person.
2. Do not operate this equipment unless you are wearing the required PPE.
3. Always follow the information provided by the manufacturer about the proper use and maintenance of this equipment.
4. If the equipment is hard wired or plugged into a wall outlet, it must be set in the OFF position or unplugged and properly locked out, as defined in the FM Lock Out Program, before any attempt is made to repair, service, clean, change parts, or perform any other activity where an employee may be injured as a result of the equipment being energized.
5. Always follow the manufacturer's information about setting stops, guards, etc.

6. Do not attempt things that exceed the manufacturer's specifications for the press.
7. Do not wear loose fitting clothing or dangling jewelry that could become entangled in the equipment.
8. Do not allow long hair to get in the way; tuck it under a hat.
9. Do not use this equipment unless all proper attachments are used in accordance with the manufacturer's specifications.
10. Stay at a safe working distance from the press when materials are being bent or pressed.
11. Ensure that all guards are in place and working properly before using the press.
12. Do not, under any circumstances, bend or press materials unless they have been properly secured in place.
13. Do not press or bend any materials until you ensure that all pins or locking devices are secured and locked.
14. Never attempt to assist the bending process by hammering on materials while they are under pressure.
15. Do not operate the hydraulic press if the floor in the work area is wet or slippery.
16. Keep the work area neat, clean and free of waste material at all times.
17. Keep all non-essential personnel away from the work area.