

What are the hazards and how might they harm?



Abrasions, crush injuries or amputation as a result of entanglement



Impact injuries from ejected debris



Fire as a result of incorrect use of equipment



Hearing damage from exposure to noise

What PPE should the individual wear?



What other precautions should be taken?



Firefighting equipment must be easily accessible



Clean up any spillages immediately

Safety Task Card

Milling machines for compostable packaging **STCGE 41**

Unit Managers – use page overleaf to list any hazards and control measures specific to your site which are not listed below

Safe System of Work

1. Only use the equipment if you have been trained, including practical training, and always follow the manufacturer's instructions.
2. Keep the working area clean and tidy, and ensure the area is well-lit.
3. Only use equipment grinding for compostable packaging and never place flammable or toxic material in the mill.
4. You must wear appropriate PPE, including safety goggles and hearing protection, when using equipment.
5. Familiarise yourself with the location and function of the operating switches, including the emergency switch.
6. Check that the locking screws are securely in place.
7. Keep clothing, lanyards etc away from moving parts so they cannot become entangled and drawn into equipment.
8. Equipment must only be operated by one person, from the operating position, opposite the hopper and sieve.
9. If using suction, this must be turned on before the mill and then turned off after the mill has been switched off and the rotor has stopped.
10. Material must be fed into the hopper manually and gradually; do not fill with a shovel or decant containers.
11. Do not overload the machine.
12. Use the mirror to visually check available space in the hopper – never look directly into the hopper.
13. Ensure the grinding chamber is empty before turning equipment off.
14. Clean equipment after use. Switch it off and disconnect it from the power before cleaning with a duster, brush and vacuum cleaner.
15. Never attempt any repairs or to clear blockages. Any issues must be reported to your manager.
16. Ensure a fire extinguisher is available and easily accessible.
17. Depending on the location of equipment, lone working and associated risks may need to be considered.

If you have any concerns, stop and speak with your line manager before proceeding.

