

APPENDIX 2c - EIS SPECIFICATION FOR WORKSTREAM 3 - POWER PRESSES AND ASSOCIATED MACHINERY AND MECHANICAL SYSTEMS

Workstream 3 - Power Presses and Associate Machinery and Mechanical Systems

1. Purpose:

- 1.1. Periodic thorough examination is required for power presses and associated machinery provided for use or used by an employee to ensure that:
 - 1.1.1. the power press has been installed correctly, would be safe to operate, and any defects have been remedied;
 - 1.1.2. guards or protection devices, and closed tools on a power press are effective for their purpose and any defects have been remedied.

2. Scope

- 2.1. This workstream covers all power presses, and associated guards and protection devices for use or used by an employee, as described in The Provision and Use of Work Equipment Regulations 1998 (PUWER).
- 2.2. Types of equipment included but not limited to:
 - 2.2.1. photo-electric or interlocking guards;
 - 2.2.2. fixed guard or enclosed tools;
 - 2.2.3. guarded process machine;
 - 2.2.4. other guarded machinery;

3. Thorough examination of power presses, and associated guards, and protection devices

- 3.1. Periodic thorough examination is required for power presses and associated machinery provided for use or used by an employee to ensure that:
 - 3.1.1. a power press is not put into service for the first time after installation, or after assembly at a new site or in a new location unless:
 - 3.1.1.1. it has been thoroughly examined to ensure that it:
 - 3.1.1.1.1. has been installed correctly;
 - 3.1.1.1.2. would be safe to operate; and
 - 3.1.1.2. any defect has been remedied.
 - 3.1.2. a guard, or protection device is not put into service for the first time on a power press unless:
 - 3.1.2.1. it has been thoroughly examined when in position on that power press to ensure that it is effective for its purpose; and
 - 3.1.2.2. any defect has been remedied.
 - 3.1.3. a closed tool which acts as a fixed guard is not used on a power press unless:
 - 3.1.3.1. it has been thoroughly examined when in position on any power press in the premises to ensure that it is effective for its purpose; and
 - 3.1.4. any defect has been remedied.

4. Frequency of thorough examination

- 4.1. For the purpose of ensuring that health and safety conditions are maintained, and that any deterioration can be detected and remedied in good time:
 - 4.1.1. every power press is to be thoroughly examined, and its guards and protection devices are to be thoroughly examined when in position on that power press:
 - 4.1.1.1. at least every 12 months, where it has fixed guards only; or
 - 4.1.1.2. at least every 6 months, in other cases; and
 - 4.1.1.3. each time that exceptional circumstances have occurred which are liable to jeopardise the safety of the power press or its guards or protection devices; and
 - 4.1.2. any defect is remedied before the power press is used again.

5. Inspection and testing of guards and protection devices

- 5.1. Inspection and testing shall be carried out by:
 - 5.1.1. a competent person; or
 - 5.1.2. a person undergoing training for that purpose and acting under the immediate supervision of a competent person;appointed by the Client and who has signed a certificate which complies with paragraph 6 below, and in accordance with PUWER.
- 5.2. The competent person shall carry out inspection and testing:
 - 5.2.1. after the setting, re-setting, or adjustment of the tools, save in trying out its tools or save in die proving, of a power press:
 - 5.2.1.1. its every guard and protection device shall be inspected and tested while in position on the power press; or
 - 5.2.2. after the expiration of the fourth hour of a working period, its every guard and protection device shall be inspected and tested while in position on the power press.

6. Certificates

- 6.1. A certificate referred to in paragraph 5.1 above shall:
 - 6.1.1. contain sufficient particulars to identify every guard and protection device inspected and tested and the power press on which it was positioned at the time of the inspection and test;
 - 6.1.2. state the date and time of the inspection and test; and
 - 6.1.3. state that every guard and protection device on the power press is in position and effective for its purpose.

7. Reports

- 7.1. The competent person making a thorough examination for an LHC Client shall:
 - 7.1.1. notify the Client forthwith of any defect in a power press or its guard or protection device which in the competent person's opinion is or could become a danger to persons;
 - 7.1.2. as soon as is practicable make a report of the thorough examination to the Client in writing authenticated by the competent person or on the competent person's behalf by signature or equally secure means and containing information specified in paragraph 8 below; and

- 7.1.3. where there is, in the competent person's opinion, a defect in a power press or its guards or protective device which is or could become a danger to persons, send a copy of the report as soon as is practicable to the enforcing authority for the premises in which the power press is situated.
- 7.2. The competent person making the inspection and test for an LHC Client shall forthwith notify the Client of any defect in a guard or protection device which in the competent person's opinion is or could become a danger to persons and the reasons for their opinion.
- 8. Information to be contained in a report of a thorough examination of a power press, and inspection and testing of its associated guard, or protective device**
- 8.1. The report prepared by the competent person of the thorough examination shall include:
 - 8.1.1. The name and address of the Client for whom the thorough examination was made.
 - 8.1.2. The address of the premises at which the thorough examination was made.
 - 8.1.3. In relation to each item examined:
 - 8.1.3.1. that it is a power press, interlocking guard, fixed guard or other type of guard or protection device;
 - 8.1.3.2. where known its make, type and year of manufacture;
 - 8.1.3.3. the identifying mark of:
 - 8.1.3.3.1. the manufacturer;
 - 8.1.3.3.2. the Client.
 - 8.1.4. In relation to the first thorough examination of a power press after installation or after assembly at a new site or in a new location:
 - 8.1.4.1. that it is such thorough examination;
 - 8.1.4.2. either that it has been installed correctly and would be safe to operate or the respects in which it has not been installed correctly or would not be safe to operate;
 - 8.1.4.3. identification of any part found to have a defect, and a description of the defect.
 - 8.1.5. In relation to a thorough examination of a power press other than one to which subparagraph 8.1.4 relates:
 - 8.1.5.1. that it is such other thorough examination;
 - 8.1.5.2. either that the power press would be safe to operate or the respects in which it would not be safe to operate;
 - 8.1.5.3. identification of any part found to have a defect which is or could become a danger to persons, and a description of the defect.
 - 8.1.6. In relation to a thorough examination of a guard or protection device:
 - 8.1.6.1. either that it is effective for its purpose or the respects in which it is not effective for its purpose;
 - 8.1.6.2. identification of any part found to have a defect which is or could become a danger to persons, and a description of the defect.
 - 8.1.7. Any repair, renewal or alteration required to remedy a defect found to be a danger to persons.

- 8.1.8. In the case of a defect which is not yet but could become a danger to persons:
 - 8.1.8.1. the time by which it could become such danger;
 - 8.1.8.2. any repair, renewal or alteration required to remedy it.
- 8.1.9. Any other defect which requires remedy.
- 8.1.10. Any repair, renewal or alteration referred to in sub-paragraph 8.1.7 which has already been effected.
- 8.1.11. The date on which any defect referred to in sub-paragraph 8.1.8 was notified to the Client.
- 8.1.12. The qualification and address of the competent person making the report; that the competent person is self-employed or if employed, the name and address of their employer.
- 8.1.13. The date of the thorough examination.
- 8.1.14. The date of the report.
- 8.1.15. The name of the person making the report and where different the name of the person signing or otherwise authenticating it.

ANNEX A

Competence

Qualification requirements

- The competent person is required to hold (or currently be working towards) minimum qualifications in Mechanical Engineering – HND / HNC / Full Technological Certificate with experience in NDE (Magnetic Particle)

Skills and experience:

- A background working in a role such as the manufacturing / repair / maintenance of Power Presses, Brake Press, Injection Moulding Machines, Woodworking equipment, Associated Guards & Protection devices with hands on experience;
- Strong customer interaction skills, including good oral and written communication skills.
- be an Incorporated Engineer within a relevant engineering institution and have a recognised apprenticeship or have received equivalent training.

Partner or Director (Chartered Engineer) should hold appropriate qualifications/accreditations and have at least 10 years relevant post-professional qualification experience.

Senior Professional (Chartered Engineer) should hold appropriate qualifications/accreditations and have at least 5 years relevant post-professional qualification experience

Professional (Incorporated Engineer) should be a professionally qualified/accredited consultant, hold one of the following qualifications and have at least 3 years relevant post-professional qualification experience

Senior Technician (Engineering Technician) should be a graduate on a recognised and accredited course for obtaining a professional qualification

Technician (Engineering Technician) should be a graduate on a recognised accredited course

Admin/Junior Technician/Apprentice

- Administration staff;
- Junior Technician (i.e. Trainee / Undergraduate)
- Apprentice with Apprenticeship entry qualifications.

Chartered Engineer

Must have experience in developing solutions to engineering problems using new or existing technologies, through innovation, creativity and change and/or they may have technical accountability for complex systems with significant levels of risk.

- Use a combination of general and specialist knowledge and understanding to optimise the application of existing and emerging technology
- Apply appropriate theoretical and practical methods to the analysis and solution of engineering problems
- Provide technical and commercial leadership
- Demonstrate effective interpersonal skills
- Demonstrate a personal commitment to professional standards

Incorporated Engineers

Must have experience in maintaining and managing applications of current and developing technology, and can undertake engineering design, development, manufacture, construction, and operation and must be able to demonstrate:

- Use a combination of general and specialist engineering knowledge and understanding to optimise the application of existing and emerging technology
- Apply appropriate theoretical and practical methods to design, develop, manufacture, construct, commission, operate, maintain, decommission and re-cycle engineering processes, systems, services, and products
- Provide technical and commercial management
- Demonstrate a personal commitment to professional standards

Engineering Technicians

Must be able to apply safe systems of work and must be able to:

- Use engineering knowledge and understanding to apply technical and practical skills.
- Contribute to either the design, development, manufacture, commissioning, decommissioning, operation or maintenance of products, equipment, processes, or services.
- Accept and exercise personal responsibility.
- Use effective communication and interpersonal skills.
- Comply with the Code of Conduct of your institution
- Exercise responsibilities in an ethical manner.

Codes of Conduct

- Act with due skill, care, and diligence and with proper regard for professional standards
- Prevent avoidable danger to health or safety
- Act in accordance with the principles of sustainability, and prevent avoidable adverse impact on the environment and society
- Maintain and enhance their competence, undertake only professional tasks for which they are competent, and disclose relevant limitations of competence
- Accept appropriate responsibility for work carried out under their supervision
- Treat all persons fairly and with respect
- Encourage others to advance their learning and competence
- Avoid where possible real or perceived conflict of interest, and advise affected parties when such conflicts arise
- Observe proper duties of confidentiality owed to appropriate parties
- Reject bribery and all forms of corrupt behaviour and make positive efforts to ensure others do likewise.
- Raise a concern about a danger, risk, malpractice or wrongdoing which affects others ('blow the whistle'), and support a colleague or any other person to whom you have a duty of care who in good faith raises any such concern
- Assess and manage relevant risks and communicate these appropriately

- Assess relevant liability, and hold appropriate professional indemnity insurance
- Notify your institution (if a member) of any significant violation of the Institution's Code of Conduct by another member.

Risk

Identifying, assessing, managing, and communicating risk

- Apply professional and responsible judgement and take a leadership role
- Adopt a systematic and holistic approach to risk identification, assessment, and management
- Comply with legislation and codes, but be prepared to seek further improvements
- Ensure good communication with the others involved
- Ensure that lasting systems for oversight and scrutiny are in place
- Contribute to public awareness of risk

Sustainability

- Contribute to building a sustainable society, present and future
- Apply professional and responsible judgement and take a leadership role
- Do more than just comply with legislation and codes
- Use resources efficiently and effectively
- Seek multiple views to solve sustainability challenges
- Manage risk to minimise adverse impact to people or the environment

ANNEX B

Definitions:

“competent persons” as described in Annex A.

“defect” means a defect in a power press or its guard or protection device which is or could become a danger to persons

“guard or protective device” is a reference to a guard or protective device provided for the tools of a power press

“power press” means a press or press brake for the working of metal by means of tools, or for die proving, which is power driven, and which embodies a flywheel and clutch

“thorough examination”: (a) means a thorough examination by a competent person; (b) includes testing the nature and extent of which are appropriate for the purpose described in the paragraph 3;

“use” means any activity involving work equipment and includes starting, stopping, programming, setting, transporting, repairing, modifying, maintaining, servicing, and cleaning

“work equipment” means any machinery, appliance, apparatus, tool, or installation for use at work (whether exclusively or not)

“working period” means (a) the period in which the day’s or night’s work is done; or (b) in premises where a shift system is in operation, a shift

“PUWER” means The Provision and Use of Work Equipment Regulations 1998, as may be amended from time to time