


**UNIVERSITY OF TOLEDO
FACILITIES AND CONSTRUCTION**

Section:	Safety	Procedure Number:	SA-15
Subject:	Power Transmission Apparatuses	Effective Date:	September 1994
		Revised Date:	December 2016
Facilities Officer:		Reviewed Date:	December 2019

Standard Operating Procedure

All belt, pulley, and mechanically (where applicable) driven power transmission apparatuses shall be protected by a guarding system in accordance with 29 CFR 1910 Sub part O.

Purpose

To ensure the safety of Facilities Maintenance and other personnel from the risk of injury caused by power transmission and mechanically driven devices.

Procedure

1. Facilities Maintenance personnel will report to Work Control any belt guard that is missing in whole or in part so that a work order can be written to address the deficiency.
2. Belt guards shall be constructed such as to enclose completely the top and bottom runs of the belt and the face pulley.
3. Pulleys shall be kept in proper alignment to prevent belts from falling off.
4. Refer to Control of hazardous energy sources (lockout/Tag out) and Electrical Safe work Practices. (S-08-014) when working on equipment.