Observation Guide

Conveyor Number -	
Name -	
Position -	
Date -	

Tail Area			
Item	**Hazard**	**Photo**	**Comment**
Tail Pulley			
Lagging			
Bearings			
Noise			
Heat			
Lubrication			
Speed Sensor			
Nip Angle			
V-Plough			
Transition section			
Guards			
Pull key			
Belt tracking			
Spillage			

Loading Area			
Item	**Hazard**	**Photo**	**Comment**
Chute rear closure			
Skirt rubbers			
Skirts			
Impact Idlers			
Idler Rolls			
Loading chute			
Block chute detector			
Inspection door			
Material Build-up in chute			
Skirt front dust curtain			
Belt rip detector			
Belt alignment switches			
Belt tear detector			
Central loading			
Belt tracking			
Spillage			

Conveyor Area			
Item	**Hazard**	**Photo**	**Comment**
Carry Idlers			
Idler rolls			
Return Idlers			
Idler Rolls			
Self-Alignment Idlers			
Idler Rolls			
Idler frame movement			
Pull Keys			

Belting			
Top Cover			
Bottom Cover			
Belt Edges			
Belt Splice			
Belt tracking			
Spillage			
Tripper / Moving Head Area			
Item	**Hazard**	**Photo**	**Comment**
Head Pulley			
Lagging			
Bearings			
Noise			
Heat			
Lubrication			
Nip Angle			
Scrapers			
Primary Scraper			
Secondary Scrapers			
Chute			
Block chute detector			
Inspection door			
Liners			
Hood			
Dust Curtain			
Tripper / Moving Head			
Wheels			
Rails			
Idler Cars			
Tripper / Moving Head Drive			
Festoon system			
Tripper / Moving Head Transmission			
Limit Switches			
Guards			
Dust Containment / Dust Suppression			
Pulleys			
Lagging			
Bearings			
Noise			
Heat			
Lubrication			
Nip Angle			
Belt tracking			
Spillage			

Head Area			
Item	**Hazard**	**Photo**	**Comment**
Transition section			
Head Pulley			
Lagging			
Bearings			
Noise			
Heat			
Lubrication			
Nip Angle			
External Holdback			
Scrapers			
Primary Scraper			
Secondary Scrapers			
Chute			
Block chute detector			
Inspection door			
Liners			
Hood			
Dust Curtain			
Guards			
Belt alignment switches			
Belt tracking			
Spillage			
Drive Area			
Item	**Hazard**	**Photo**	**Comment**
Drive pulley			
Lagging			
Bearings			
Noise			
Heat			
Lubrication			
Speed sensor			
Nip Angle			
Bend pulleys			
Lagging			
Bearings			
Noise			
Heat			
Lubrication			
Speed sensor			
Nip Angle			
Couplings			
Guards			
Gearbox			
Vibration			
Heat			
Oil level			
Oil leaks			
Noise			
Mountings			
Breather			

Motor			
Vibration			
Heat			
Noise			
Mountings			
Spillage			
Lubrication			
Torque arm			
Belt tracking			
Take-up Area			
Item	**Hazard**	**Photo**	**Comment**
Bend / Take-up pulleys			
Lagging			
Bearings			
Noise			
Heat			
Lubrication			
Speed sensor			
Nip Angle			
Take-up Trolley / Carriage			
Alignment			
Free movement			
Wheels			
Rope			
Rope attachments / clamps			
Sheaves			
Winch			
Lubrication			
Limit Switches			
Trolley / Carriage position			
Rails / Guides			
Guards			
Belt tracking			
Spillage			
General			
Item	**Hazard**	**Photo**	**Comment**
E-stop			
Local control panel			
Siren			
Warning light			
Flooring			
Walkways			
Catladders			
Handrailing			