

**FORM C4/F1 - Notice to be posted in a conspicuous place and manner at the workplace by users of wood-working machinery.**

**Government Notice No. 156 of Labour Act, 1992 (Act No. 6 of 1992): Regulations relating to the health and safety of Employees at work, Chapter 4, Part 1, Annexure B (1), Form C4/F1 - Notice to be posted in a conspicuous place and manner at the work-place by users of Wood-Working Machinery.**

FORM C4/F1



**REPUBLIC OF NAMIBIA  
MINISTRY OF LABOUR**

**NOTICE TO BE POSTED IN A CONSPICUOUS PLACE AND MANNER AT THE  
WORK-PLACE BY USERS OF WOOD-WORKING MACHINERY**

in terms of regulation 76 of the Regulations relating to the Health and Safety of Employees at Work made under the Labour Act, 1992 (Act 6 of 1992)

1. All exposed parts of machinery such as belts, pulleys, gears and shafts shall be securely guarded or fenced, and no person shall trespass within such guards or fences.
2. The cleaning, oiling, repairing or adjusting of machinery in motion or in operation is prohibited.
3. An employee working with or near moving machinery or machinery with moving parts shall not wear loose over-clothing and is required to wear the cap or net provided by the employer to confine the employee's hair.
4. Driving-belts shall not be thrown off or put on while the machinery is in motion or in operation.
5. An employee who notices anything which liable to cause danger to persons shall report it at once to the person in charge.
6. The floors around all machines shall be level and be kept in good condition and as far as possible clear of all materials and waste.
7. A circular-saw shall be fitted with a guard and riving knife, as prescribed in the Regulations relating to the Health and Safety of Employees at Work, and the operator is responsible to ensure that the guard and riving knife are properly adjusted in accordance with the class of work performed.
8. Cylindrical cutter-blocks and bridge-guards shall be fitted to a planing machine which is not mechanically fed and the operator of the machine is responsible for having the bridge-guard properly adjusted both vertically and horizontally.
9. Whenever possible an effective guard be used on a spindle moulding machine, but when this is impracticable a further fence or false fence shall be attached to the existing fence, or the wood to be moulded shall be held in a jig or a holder.
10. Persons in charge of woodworking machinery are required to personally instruct all employees working under them, concerning the dangers associated with the operation of such machinery and the safety precautions which shall be observed by all employees.
11. Any accident shall immediately be reported to the employer.
12. Any further information may be obtained from the Chief Safety Inspector, Private Bag 19005, Tel 061-206611, Windhoek.