Job Safety Analysis

Safety Information for the University of California, Berkeley

UC Printing Services

Operation of the Horizon BQ240 Binder

Task	Hazards	Controls
1. Set up spine width.	Pinch points at clamp.	Start in the DOWN position. Measure for spine in UP position. Set book with clamp only – not hands.
2. Set up grind for spine width.	Injury to hands from moving circular grind blade.	Set up spine width only when machine STOP switch is engaged. Safety guard must be down to re-engage the ON switch. Adjust with safety guard in open position.
3. Adding glue chips to glue pot.	Skin burns from glue at 200°.	Pour chips into pot slowly and at close range. Do not reach into pot.
4. Adjust glue stream.	Skin burns.	Use proper tool to adjust scraper on wheel.
Required Training:	**Required Personal Protective Equipment (PPE)**	

Other Information:

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