

Why?

Regular maintenance is important both for safety and productivity. Proper maintenance prevents accidents caused by equipment failure.



What?

- ✓ Conduct regular inspection of tool and equipment.
- ✓ Look for signs of wear and tear, damage, or malfunction.
- ✓ Report defects as they could pose an hazard.
- ✓ Conduct or review a risk assessment with your team mates before performing a maintenance task.
- ✓ Use appropriate PPE, based on risk assessment.
- ✓ Ensure that equipment is properly shut down and locked out before maintenance.
- ✓ Follow manufacturer's instructions when available.

Questions

Open-ended questions

- Why is regular maintenance important for safety?
- What are some common signs that a tool or piece of equipment needs maintenance?
- Why is it important to follow the manufacturer's instructions for maintenance?



Experience-based questions

- Have you ever encountered a situation where neglected maintenance led to a safety issue? What happened?
- Can you recall a time when timely maintenance helped prevent an equipment failure or accident?
- Have you ever had to stop work due to a maintenance issue? How was it resolved?



What would you do?-questions

- You find a tool with excessive wear and tear during an inspection. What steps should you take next?
- A co-worker is about to perform maintenance on a machine but has not locked it out. How should you handle the situation?
- While using a machine, you notice it is making an unusual noise. What should you do?



Spot the improvement-questions

- How can we make it easier for employees to report maintenance issues before they become serious?
- What improvements could be made to ensure that maintenance procedures are always followed correctly?
- How can we encourage everyone to take responsibility for keeping tools and equipment in good condition?

