OpsAuditHub opsauditihub.com	DOC ID: **SAF-0039**	REVISION: **Rev 2.4 (2026)**
	STANDARD: **OSHA 29 CFR 1910.212 & ASME B20.1**	AUDIT FREQUENCY: **Monthly Audit**

Conveyor Belt Maintenance Safety Audit Checklist

Operational Scope: This audit establishes systematic verification of mechanical, electrical, and structural safeguards on operational conveyor systems. Its objective is to mitigate nip-point hazards, prevent catastrophic drive failures, and ensure strict compliance with federal machinery safety mandates.

MANDATORY PPE:	Hard Hat (ANSI Z89.1), Steel-Toe Boots (ASTM F2413), High-Visibility Class 2 Vest, Safety Glasses (ANSI Z87.1), Cut-Resistant Gloves (ANSI Level 4)
PREREQUISITES:	Perform full Lockout/Tagout (LOTO) of primary electrical disconnects and pneumatic sources. | Secure all perimeter exclusion zones and notify warehouse shift supervisors prior to testing. | Verify calibration of test instruments (multimeters, tachometers, torque wrenches).

MECHANICAL GUARDS AND EMERGENCY STOP SYSTEMS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Nip Point Guards & Drive Enclosures**	All head pulleys, tail pulleys, and take-up rollers are fully enclosed by securely bolted physical guards with zero gaps allowing finger access.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
2	**Emergency Pull Cords & Trip Wires**	Pull cords run parallel to the entire length of the conveyor frame and manually trip the system circuit within 3 feet of activation.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
3	**Emergency E-Stop Pushbuttons**	Red mushroom-head E-stop buttons are clearly visible, unobstructed, and instantly halt drive motor power when depressed.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**

BELT INTEGRITY, TRACKING, AND ROLLERS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
4	**Belt Splices & Surface Condition**	Mechanical fasteners or vulcanized splices show no signs of separation, cracking, or sharp edges that could snag package handlers or material.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
5	**Belt Tracking & Alignment**	The conveyor belt runs centered across idlers and pulleys without rubbing against structural side frames or causing material spillage.	**Standard**	**[ ] PASS [ ] FAIL [ ] N/A**
6	**Idler Rollers & Bearings**	All carrying and return rollers spin freely without squealing, seizure, flat spots, or excessive lateral play.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
7	**Skirting and Rubber Flaps**	Transfer point skirting is intact, adjusted close to the belt without creating high friction, and effectively prevents material entrapment.	**Standard**	**[ ] PASS [ ] FAIL [ ] N/A**

DRIVE ASSEMBLY, ELECTRICAL, AND HOUSEKEEPING

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
8	**Gearbox & Motor Drive Unit**	Drive motor and gearbox show no signs of oil leaks, abnormal vibration, or elevated operating temperatures during nominal load testing.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
9	**Control Panel & Wiring Conduits**	Electrical enclosures are securely locked, internal wiring is free of exposed copper, and conduits are mechanically supported without sagging.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
10	**Under-Belt Debris & Housekeeping**	Conveyor pit and floor area beneath the belt are completely clear of combustible dust, cardboard waste, and spilled product accumulation.	**Standard**	**[ ] PASS [ ] FAIL [ ] N/A**

Certified Inspector / Lead Operator Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Site Safety Supervisor / Operations Manager Sign-off: _____	**Review Date:** _____	**Audit Status:** [ ] Approved [ ] Rectify

COMPLIANCE NOTICE: This document must be archived for a minimum of 12 months in accordance with workplace safety recordkeeping guidelines.