| OpsAuditHub<br>opsaudithub.com | DOC ID: **SAF-0392** | REVISION: **Rev 2.4 (2026)** |
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| | STANDARD: **OSHA 29 CFR 1928.51 / ASABE S318** | AUDIT FREQUENCY: **Daily Pre-Shift** |

# Tractor Pto Shaft Guard Safety Inspection Daily Log Sheet

**Operational Scope:** This log sheet establishes a daily pre-operational verification protocol for agricultural tractor Power Take-Off (PTO) shielding systems to prevent entanglement and amputation hazards. Compliance is mandatory for all farm operators prior to engaging machinery in accordance with federal agricultural safety mandates.

| | |
|---|---|
| **MANDATORY PPE:** | Safety Glasses (ANSI Z87.1), Steel-Toe Boots (ASTM F2413), Fitted Work Clothing (No loose sleeves or drawstrings), Heavy-Duty Leather Work Gloves, Hair restraint (if hair is shoulder-length or longer) |
| **PREREQUISITES:** | Tractor engine shut down with ignition key removed and pocketed. \| PTO engagement lever verified in the 'OFF' or 'DISENGAGED' position. \| Implement completely lowered to the ground with hydraulic pressure relieved. |

## SHIELDING INTEGRITY & PHYSICAL CONDITION

| # | COMPONENT / ITEM | VERIFICATION CRITERIA & ACCEPTANCE STANDARD | SEVERITY | STATUS |
|---|---|---|---|---|
| 1 | **Master Shield (Tractor End)** | Master shield is securely mounted over the tractor PTO stub shaft, free of cracks, structural warping, or missing fastening bolts. | **Critical (Immediate Out of Service)** | **[ ] PASS<br>[ ] FAIL<br>[ ] N/A** |
| 2 | **Shield Tunnel / Guard Tube** | Plastic or metal telescoping guard tube completely covers the rotating shaft without deep gouges, splits, or structural compromise. | **Critical (Immediate Out of Service)** | **[ ] PASS<br>[ ] FAIL<br>[ ] N/A** |
| 3 | **Cone Guards (End Bells)** | Conical guards at both tractor and implement ends are intact, undamaged, and provide full coverage of universal joints and yokes. | **Critical (Immediate Out of Service)** | **[ ] PASS<br>[ ] FAIL<br>[ ] N/A** |

## MECHANICAL ROTATION & LUBRICATION

| # | COMPONENT / ITEM | VERIFICATION CRITERIA & ACCEPTANCE STANDARD | SEVERITY | STATUS |
|---|---|---|---|---|
| 4 | **Guard Bearings & Retention Lanyards** | Shield rotates freely on its internal bearings without binding against the rotating shaft; restraint chains or lanyards are securely attached to prevent guard rotation. | **Warning** | **[ ] PASS<br>[ ] FAIL<br>[ ] N/A** |
| 5 | **Quick-Disconnect Pin Mechanism** | Implement-end locking pins or push-pin collars operate smoothly, snap fully into place, and secure the driveline yoke to the tractor PTO stub shaft. | **Critical (Immediate Out of Service)** | **[ ] PASS<br>[ ] FAIL<br>[ ] N/A** |
| 6 | **Grease Fittings & Lubrication** | All telescoping tubes and universal joint shields are adequately greased to prevent friction binding of the outer guard during tight turns. | **Standard** | **[ ] PASS<br>[ ] FAIL<br>[ ] N/A** |

## OPERATIONAL FUNCTION & SAFETY DECALS

| # | COMPONENT / ITEM | VERIFICATION CRITERIA & ACCEPTANCE STANDARD | SEVERITY | STATUS |
|---|---|---|---|---|
| 7 | **Warning Decals & Signage** | All manufacturer safety decals regarding rotating PTO hazards and missing guards are present, clean, and fully legible. | **Warning** | **[ ] PASS<br>[ ] FAIL<br>[ ] N/A** |
| 8 | **No-Load Engagement Test** | With engine running at low idle, engage PTO briefly; guard remains stationary while internal shaft rotates smoothly without scraping or abnormal vibration. | **Critical (Immediate Out of Service)** | **[ ] PASS<br>[ ] FAIL<br>[ ] 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.

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