

All machinery: Checklist Contents of the instructions of use

Annex 1.7.4.2 Machinery Regulation 2023/1230



1. Instructions for use shall contain, where applicable, at least the following information:	Check		
	OK	NOK	NA
(a) the business name and full address of the manufacturer and, where applicable, of its authorised representative;			
(b) the designation of the machinery or related product as marked on the machinery or related product itself, except for the serial number (see section 1.7.3);			
(c) the EU declaration of conformity, or the internet address or machine readable code, where the EU declaration of conformity can be accessed, in accordance with Article 10(8);			
(d) a general description of the machinery or related product;			
(e) the drawings, diagrams, descriptions and explanations necessary for the use, maintenance and repair of the machinery or related product and for checking its correct functioning;			
(f) a description of the workstation(s) likely to be occupied by operators;			
(g) a description of the intended use of the machinery or related product;			
(h) warnings concerning the ways in which the machinery or related product must not be used that experience has shown might occur;			
(i) assembly, installation and connection instructions, including drawings, diagrams and the means of attachment and the designation of the chassis or installation on which the machinery or related product is to be mounted;			
(j) instructions relating to installation and assembly for reducing noise or vibration;			
(k) instructions for the putting into service and use of the machinery or related product and, if necessary, instructions for the training of operators;			
(l) information about the residual risks that remain despite the inherent safe design measures, safeguarding and complementary protective measures adopted;			
(m) instructions on the protective measures to be taken by the user, including, where appropriate, the personal protective equipment to be provided;			
(n) the essential characteristics of tools, which may be fitted to the machinery or related product;			
(o) the conditions in which the machinery or related product meets the requirement of stability during use, transportation, assembly, dismantling when out of service, testing or foreseeable breakdowns;			
(p) instructions with a view to ensuring that transport, handling and storage operations can be made safely, giving the mass of the machinery or related product and of its various parts where these are regularly to be transported separately;			
(q) the operating method to be followed in the event of accident or breakdown; if a blockage is likely to occur, the operating method to be followed so as to enable the equipment to be safely unblocked;			
(r) the description of the adjustment and maintenance operations that should be carried out by the user and the preventive maintenance measures that should be observed taking account of the design and the use of the machinery or related product;			
(s) instructions designed to enable adjustment and maintenance to be carried out safely, including the protective measures that should be taken during these operations;			
(t) the specifications of the spare parts to be used, when these affect the health and safety of operators;EN L 165/60 Official Journal of the European Union 29.6.2023			
(u) the following information on airborne noise emissions:			
(i) the A-weighted emission sound pressure level at workstations, where this exceeds 70 dB (A); where this level does not exceed 70 dB (A), this fact shall be indicated;			
(ii) the peak C-weighted instantaneous sound pressure value at workstations, where this exceeds 63 Pa (130 dB in relation to 20 µPa);			
(iii) the A-weighted sound power level emitted by the machinery or related product, where the A-weighted emission sound pressure level at workstations exceeds 80 dB (A).			



	Check		
1. Instructions for use shall contain, where applicable, at least the following information:	OK	NOK	NA
<p>These values shall be either those actually measured for the machinery or related product in question or those established on the basis of measurements taken for technically comparable machinery or for a technically comparable related product, which is representative of the machinery or related product to be produced.</p> <p>In the case of very large machinery or a related product, instead of the A-weighted sound power level, the A-weighted emission sound pressure levels at specified positions around the machinery or related product may be indicated.</p> <p>Where the harmonised standards or common specifications adopted by the Commission in accordance with Article 20(3) cannot be applied, sound levels shall be measured using the most appropriate method for the machinery or related product.</p> <p>Whenever sound emission values are indicated, the uncertainties surrounding these values shall be specified. The operating conditions of the machinery or related product during measurement and the measuring methods used shall be described.</p> <p>Where the workstation(s) are undefined or cannot be defined, A-weighted sound pressure levels shall be measured at a distance of 1 m from the surface of the machinery or related product and at a height of 1,6 m from the floor or access platform. The position and value of the maximum sound pressure shall be indicated.</p> <p>With respect to noise reduction machinery or related products, the instructions for use shall specify, where appropriate, how to correctly assemble and install that equipment (see also section 1.7.4.2(1), point (j)).</p> <p>Where specific Union legal acts lay down other requirements for the measurement of sound pressure levels or sound power levels, those legal acts shall be applied and the corresponding provisions of this section shall not apply;</p>	INFORMATIVE		
(v) information on the necessary precautions, devices and means for the immediate and gentle rescue of persons;			
(w) where machinery or related products are likely to emit non-ionising radiation, which may cause harm to persons, in particular persons with active or non-active implantable medical devices, information concerning the radiation emitted for the operator and exposed persons;			
(x) where the design of machinery or related products allows emissions of hazardous substances from the machinery or related product, the characteristics of the capturing, filtration or discharge device if such device is not provided with the machinery or related product, and any of the following:			
(i) the flow rate for the emission of hazardous materials and substances from the machinery or related product;			
(ii) the concentration of hazardous materials or substances around the machinery or related product coming from the machinery or related product or from materials or substances used with the machinery or related product;			
(iii) the effectiveness of the capturing or filtration device and the conditions to be observed to maintain its effectiveness over time.			
The values referred to in the first subparagraph shall either be actually measured for the machinery or related product in question or established based on measurements in respect of technically comparable machinery or a technically comparable related product, which is representative of the state of the art. EN 29.6.2023 Official Journal of the European Union L 165/61			
1.7.5. Sales literature	Check		
	OK	NOK	NA
Sales literature describing the machinery or related product shall not contradict the instructions for use as regards health and safety aspects. Sales literature describing the performance characteristics of the machinery or related product shall contain the same information on emissions as is contained in the instructions for use.			

EXTRA: Checklist Contents of the instructions of use

2.4. Machinery or related products for plant protection products application



2.4.10. Instructions for use	Check		
	OK	NOK	NA
The instructions for use shall provide the following information:			
(a) precautions to be taken during mixing, loading, application, emptying, cleaning, servicing and transport operations in order to avoid contamination of the environment;			
(b) detailed conditions of use for the different operating environments envisaged, including the corresponding preparation and adjustments required to ensure the deposition of the plant protection product on target areas while minimising losses to other areas, to prevent drift to the environment and, where appropriate, to ensure an even distribution and homogeneous deposition of the plant protection product;			
(c) the range of types and sizes of nozzles, strainers and filters that can be used with the machinery or related product;			
(d) the frequency of checks and the criteria and method for the replacement of parts subject to wear that affect the correct functioning of the machinery or related product, such as nozzles, strainers and filters;			
(e) specification of calibration, daily maintenance, winter preparation and other checks necessary to ensure the correct functioning of the machinery or related product;			
(f) types of plant protection products that may cause incorrect functioning of the machinery or related product;			
(g) an indication that the operator should keep updated the name of the plant protection product in use on the specific mounting referred to in section 2.4.9;			
(h) the connexion and use of any special equipment or accessories, and the necessary precautions to be taken;			
(i) an indication that the machinery or related product may be subject to national requirements for regular inspection by designated bodies, as provided for in Directive 2009/128/EC of the European Parliament and of the Council (2);			
(j) the features of the machinery or related product, which shall be inspected to ensure its correct functioning;			
(k) instructions for connecting the necessary measuring instruments.			

EXTRA: Checklist Contents of the instructions of use

2.1. Machinery and related products for foodstuffs and machinery and related products for cosmetics or pharmaceutical products



2.1.2. Instructions for use	Check		
	OK	NOK	NA
The instructions for use for machinery or related products for foodstuffs and machinery or related products for cosmetics or pharmaceutical products shall indicate recommended products and methods for cleaning, disinfecting and rinsing, not only for easily accessible areas but also for areas to which access is impossible or inadvisable.			



EXTRA: Checklist Contents of the instructions of use**2.2. Portable hand-held or hand-guided machinery or related products**

2.2.1.1. Instructions for use	Check		
	OK	NOK	NA
The instructions for use shall give the following information concerning vibrations, expressed as acceleration (m/s^2), and transmitted by portable handheld or hand-guided machinery or related products:			
(a) the vibration total value from continuous vibrations to which the hand-arm system is subjected;			
(b) the mean value of the peak amplitude of the acceleration from repeated shock vibrations, to which the hand-arm system is subjected;			
(c) the uncertainty of both measurements.			
<p>The values referred to in the first subparagraph shall either be those actually measured for the machinery or related product in question or those established on the basis of measurements in respect of a technically comparable machinery or related product, which is representative of the state of the art.</p> <p>If harmonised standards or common specifications adopted by the Commission in accordance with Article 20(3) cannot be applied, the vibration data shall be measured using the most appropriate measurement code for the machinery or related product.</p> <p>The operating conditions during measurement and the methods used for measurement, or the reference of the harmonised standard applied, shall be specified.</p>			INFORMATIVE

EXTRA: Checklist Contents of the instructions of use**2.2.2. Portable fixing and other impact machinery or related products**

2.2.2.2 Instructions for use	Check		
	OK	NOK	NA
The instructions for use shall give the necessary information regarding:			
(a) the accessories and interchangeable equipment that can be used with the machinery or related product;			
(b) the suitable fixing or other impacted elements to be used with the machinery or related product;			
(c) where appropriate, the suitable cartridges to be used.			

EXTRA: Checklist Contents of the instructions of use**3.6.3.1. Vibrations**

Instructions for use	Check		
	OK	NOK	NA
The instructions for use shall give the following information concerning vibrations, expressed as acceleration (m/s^2), transmitted by the machinery or related products to the hand-arm system or to the whole body:			
(a) the vibration total value from continuous vibrations to which the hand-arm system is subjected;			
(b) the mean value of the peak amplitude of the acceleration from repeated shock vibrations, to which the hand-arm system is subjected;			
(c) the highest root mean square value of weighted acceleration to which the whole body is subjected, if it exceeds $0,5 \text{ m/s}^2$; where this value does not exceed $0,5 \text{ m/s}^2$, this shall be mentioned;			
(d) the uncertainty of measurements.			
<p>These values shall be either those actually measured for the machinery or related product in question or those established on the basis of measurements taken in respect of technically comparable machinery or related products which are representative of the machinery or related products to be produced.</p> <p>Where harmonised standards or common specifications adopted by the Commission in accordance with Article 20(3) cannot be applied, the vibration shall be measured using the most appropriate measurement code for the machinery or related products concerned.</p> <p>The operating conditions during measurement and the measurement codes used shall be described.</p>			INFORMATIVE

EXTRA: Checklist Contents of the instructions of use

3.6.3.2 Multiple use



Information and indications	Check		
	OK	NOK	NA
The instructions for use for machinery or a related product allowing several uses depending on the equipment used and the instructions for use for the interchangeable equipment shall contain the information necessary for safe assembly and use of the basic machinery or related product and the interchangeable equipment that can be fitted.			

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3.6.3.3 Autonomous mobile machinery related products



Information and indications	Check		
	OK	NOK	NA
The instructions for use of autonomous mobile machinery or related products shall specify the characteristics of its intended travel, working areas and danger zones.			

