



## SAFETY ALERT

### LTI – Laceration injury

ZH Alert No: 000084STE

Date of Issue: 21/10/2010

#### WHAT HAPPENED:

An employee received a severe laceration injury to the Left Thumb whilst using a paper guillotine to cut Plastic sheets. The laceration was through the nail and deep into the finger also chipping the bone.



Figure 1 Guillotine on top of filing cabinet



Figure 2 Guillotine with guard in place

#### WHY DID IT HAPPEN (DIRECT CAUSE):

The employee had positioned his thumb in the way of guillotine whilst holding the plastic in place. Due to the difficulty in cutting the plastic the employee was bringing the guillotine down with great force. The employee was also distracted with other conversations in the office whilst performing the task.

#### Contributing Factors:

- The positioning of the employee's hands in the cutting process
- The employee was distracted by others during the task
- The guillotine machine should have been brought down to a safe working level of waist height to better facilitate the process.
- The circumstances that contributed to the employee working from the height of the filing cabinet and with distraction had not been foreseen, and the hazard had not been identified and controlled

#### Corrective Actions Required:

- All personnel informed that while using the paper guillotine to remain focused on the task and not be disrupted by other tasks or conversations in the office
- To ensure that all fingers and hands are away from the guillotine before the cutting action
- To bring the guillotine to a more comfortable working height when in use, for example at a table instead of working the machine on top of the filing cabinet.

#### Key Learning's:

This event highlights the importance of correct procedure for every job and to maintain concentration at all times during the task. If you are disrupted during the task stop what you are doing and start again. Always ensure the correct guards are in place before beginning the task. Ensure that all body parts are clear of the cutting edge of the guillotine before undertaking the cutting process and remember to keep all tasks at a comfortable working level.

**Remember to STOP THINK ACT REVIEW prior to the commencement of any Activity**