

TRACKING CONVEYOR BELTS

Conveyor belts need to be checked regularly to ensure they are running true, to minimise excessive wear and prevent unwanted stoppages / blockages.

Shut down machine and isolate before attempting to make any adjustments

Conveyor belts should not be tracked while the machine is running.

Do not access walkways while the machine is running.

- Step 1** Isolate (lock out) machine
- Step 2** Check that the head drum and tail drum are square to the machine. Adjust if necessary.
Tensioning a belt out of square will stretch the belt on one side and make tracking difficult.
- Step 3** If necessary, remove guards to adjust return rollers.
To move the belt to the left hand side of the head drum the return rollers need to be knocked up towards the head drum on the left hand side. The machine **MUST** still be isolated.
- Step 4** To test run machine , ensure all personnel are clear of moving parts and nip points. Remove isolation and run machine. Have someone at the stop button or Estop while testing in case belt needs to be stopped quickly.
- Step 5** If further adjustment is required, stop and isolate machine prior to making further adjustments.
- Step 6** Once the belt is tracking true, isolate machine and replace any guarding that has been removed.
- Step 7** Remove machine isolation and complete final test run

Do not attempt to track belts alone, this is a 2 person job.



Exception to the rule

Feeder Tail Drum rollers on : 1000 / 1300 Cone Crushers
,XV350 Impactors
1400/2100 chieftain screeners
1800 warriors

These can be adjusted while the belt is running provided :

- All guards are in place
- Adjustment can be made from ground level (no access to walkways)
- Adjustment and lock nut is clear of any potential nip point.

If any of these are not possible, the machine must be isolated as per steps detailed previously.

Reviewed and understood

Name :

Date :

Signature :