

Machinery manual checklist

The 22 points of Directive 2006/42/EC, Annex I §1.7.4.2

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Annex I §1.7.4.2 of the Machinery Directive 2006/42/EC lists the information that each instruction manual must contain, where applicable. For each point, note whether it applies to your machine and, if it does, where your manual covers it. A point that applies but has no section in your manual is a gap. Explanations and examples for every point: <https://eu-manuals.eu/machinery-directive-2006-42-ec>

Machine and model: _____ Manual version and date: _____

Checked by: _____ Date checked: _____

Each instruction manual must contain, where applicable, at least the following information (Annex I §1.7.4.2):

Point	What the manual must contain	Applies to my machine?	Where in my manual	Notes
(a)	The business name and full address of the manufacturer and of its authorised representative.	Yes / No		
(b)	The designation of the machinery as marked on the machinery itself, except for the serial number.	Yes / No		
(c)	The EC declaration of conformity, or a document setting out its contents, showing the particulars of the machinery (not necessarily including the serial number and the signature).	Yes / No		
(d)	A general description of the machinery.	Yes / No		
(e)	The drawings, diagrams, descriptions and explanations necessary for the use, maintenance and repair of the machinery and for checking its correct functioning.	Yes / No		
(f)	A description of the workstation(s) likely to be occupied by operators.	Yes / No		
(g)	A description of the intended use of the machinery.	Yes / No		
(h)	Warnings concerning ways in which the machinery must not be used that experience has shown might occur.	Yes / No		
(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 is to be mounted.	Yes / No		
(j)	Instructions relating to installation and assembly for reducing noise or vibration.	Yes / No		

Point	What the manual must contain	Applies to my machine?	Where in my manual	Notes
(k)	Instructions for the putting into service and use of the machinery and, if necessary, instructions for the training of operators.	Yes / No		
(l)	Information about the residual risks that remain despite the inherent safe design measures, safeguarding and complementary protective measures adopted.	Yes / No		
(m)	Instructions on the protective measures to be taken by the user, including, where appropriate, the personal protective equipment to be provided.	Yes / No		
(n)	The essential characteristics of tools which may be fitted to the machinery.	Yes / No		
(o)	The conditions in which the machinery meets the requirement of stability during use, transportation, assembly, dismantling when out of service, testing or foreseeable breakdowns.	Yes / No		
(p)	Instructions with a view to ensuring that transport, handling and storage operations can be made safely, giving the mass of the machinery and of its various parts where these are regularly to be transported separately.	Yes / No		
(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.	Yes / No		
(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.	Yes / No		
(s)	Instructions designed to enable adjustment and maintenance to be carried out safely, including the protective measures that should be taken during these operations.	Yes / No		
(t)	The specifications of the spare parts to be used, when these affect the health and safety of operators.	Yes / No		
(u)	Information on airborne noise emissions: the A-weighted emission sound pressure level at workstations where it exceeds 70 dB(A), and, where it does not, a statement of that fact; the peak C-weighted instantaneous sound pressure value at workstations where it exceeds 63 Pa (130 dB in relation to 20 µPa); the A-weighted sound power level where the A-weighted emission sound pressure level at workstations exceeds 80 dB(A). The uncertainties, the operating conditions during measurement and the measuring methods must also be stated.	Yes / No		
(v)	Where the machinery is 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.	Yes / No		

About this checklist. This checklist lists the contents that Annex I §1.7.4.2 of Directive 2006/42/EC requires in an instruction manual, where applicable. Filling it in shows which points your manual covers. It does not show that what the manual says is correct, and it does not prove that the manual or the machine meets the directive. It is not legal advice and not a certification. From 20 January 2027, Regulation (EU) 2023/1230 applies instead of the directive; its list has 24 points, (a) to (x).

Source: Directive 2006/42/EC, consolidated text of 30 May 2026, EUR-Lex (CELEX 02006L0042-20260530). Guidance: European Commission, Guide to application of the Machinery Directive 2006/42/EC, edition 2.3 (April 2024), §§254–275.

EU Manuals checks a machinery manual (Word .docx) against the 22 instruction requirements of Directive 2006/42/EC, Annex I §1.7.4.2, free of charge, and returns a corrected Word manual — written from the manufacturer's answers to its questions — for €149 excluding VAT; translations cost €14.99 per EU language, also excluding VAT. It is an automated pre-review, not a certification.

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