



SAFETY INSTRUCTIONS

Hot Melt Adhesive Equipment • Read before installation, operation, or service

Safety Instructions

Hot Melt Adhesive Application Equipment

Document No.: **HMSC-SAF-001** Rev. A • Released 2026-01-15 • Applies to: all hot melt applicators, modules, hoses, and tank/melter systems supplied by Hot Melt Supply Company, LLC

READ FIRST: This document contains essential safety information that applies to all hot melt adhesive equipment supplied by Hot Melt Supply Company, LLC. Read this entire document before installing, operating, or servicing any hot melt equipment. Keep this document with the equipment for the life of the product, and ensure it is available to all personnel who install, operate, or service the equipment. Refer also to the product-specific documentation that ships with each item.

Related Documents

This document is one part of a complete documentation set. The following documents work together — read each one that applies to your equipment:

Document	Coverage
HMSC-SAF-001 (this document)	General safety information applicable to ALL hot melt adhesive equipment supplied by Hot Melt Supply Company. Read first.
Product-specific documentation	Installation, operation, technical specifications, and product-specific procedures for each individual item. Ships with each product; identified by an HMSC document number printed in the footer.
Equipment nameplate	Authoritative source for ratings (voltage, wattage, pressure), serial number, and manufacture date. In case of conflict, the nameplate governs.

Where this document and product-specific documentation address the same subject, the product-specific documentation takes precedence for that equipment.

1. Understanding Safety Messages

This document uses ANSI Z535.6 signal words to identify the severity of hazards. The signal word indicates the level of risk if the associated instructions are not followed.

DANGER	Indicates a hazardous situation that, if not avoided, will result in death or serious injury.
WARNING	Indicates a hazardous situation that, if not avoided, could result in death or serious injury.
CAUTION	Indicates a hazardous situation that, if not avoided, could result in minor or moderate injury.



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NOTICE

Indicates information considered important but not related to personal injury (equipment damage, property damage).

2. Intended Use and Qualified Personnel

Intended Use

Hot Melt Supply Company equipment is designed exclusively for the heating, dispensing, and application of thermoplastic hot melt adhesives (typically EVA, polyolefin, and metallocene-based formulations) in industrial packaging, product assembly, paper converting, bookbinding, and similar applications. Use of this equipment with reactive adhesives (such as moisture-cured polyurethane / PUR) requires equipment specifically rated for that service and is not covered by general-purpose product documentation.

Foreseeable Misuse — Do Not

- Operate the equipment with any material other than approved thermoplastic hot melt adhesive
- Operate the equipment outside its rated temperature, voltage, air pressure, or hydraulic pressure
- Substitute heaters, sensors, or electrical components with parts of a different rating
- Bypass, defeat, or remove safety interlocks, guards, or shrouds
- Operate the equipment with the protective covers removed
- Direct dispensed adhesive toward any person or unprotected surface
- Use the equipment in flammable or explosive atmospheres
- Modify the equipment in any way not expressly authorized by Hot Melt Supply Company

Qualified Personnel

Installation, operation, and service of hot melt equipment shall be performed only by qualified personnel. Qualified personnel are those who, by reason of training and experience, are familiar with industrial hot melt adhesive equipment, understand the hazards involved, and are trained in the safe practices necessary to avoid those hazards. This includes familiarity with electrical safety, pressurized fluid systems, and lockout/tagout procedures (OSHA 29 CFR 1910.147).

3. Residual Hazards

The following hazards are inherent to hot melt adhesive equipment and cannot be eliminated by design. Read and observe every safety message before installing, operating, or servicing this equipment.

DANGER

Electrical shock hazard.

Hot melt equipment operates at line voltage. Contact with energized parts will result in death or serious injury.

Disconnect and lock out all electrical power before opening covers or servicing the equipment. Only qualified electrical personnel may service electrical components.



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WARNING

Burn hazard from molten adhesive and hot surfaces.

Adhesive and equipment surfaces can exceed 400°F (204°C). Contact will cause severe burns. Molten adhesive can splash or be ejected under pressure.

Wear required PPE (Section 4). Never aim a heated gun at any person. Bleed adhesive pressure to zero and allow equipment to cool below 100°F (38°C) before service.

WARNING

Pressurized adhesive ejection hazard.

Adhesive in the system is held under pressure. Loosening fittings or opening the flow path while pressurized can release molten adhesive at high velocity, causing severe burns or eye injury.

Always bleed adhesive and air pressure to zero before loosening any fitting or opening the adhesive flow path. Wear a face shield in addition to safety glasses when working on pressurized components.

CAUTION

Pinch and crush hazard from air-actuated components.

Pneumatic solenoid valves and air-actuated modules cycle without warning when energized. Hands or fingers in the path of moving parts can be pinched or crushed.

Lock out air supply and bleed air pressure to zero before servicing. Keep hands clear of solenoids and moving components during operation.

CAUTION

Slip and trip hazard from spilled adhesive.

Cooled hot melt adhesive on floors and walking surfaces creates a slip hazard.

Clean up spilled adhesive promptly. Keep hoses and power cables routed clear of walkways.

NOTICE

Equipment damage from char and contamination.

Operating outside rated parameters, running the system dry, or using incompatible adhesive will damage the equipment and is not covered by warranty.

Operate only within rated voltage, pressure, and temperature ranges. Use only approved hot melt adhesives. Replace inlet filters per the recommended interval.

4. Required Personal Protective Equipment (PPE)

Hot Melt Supply Company, LLC

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sales@hotmeltsupplyco.com • www.hotmeltsupplyco.com

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Wear the following PPE at all times when installing, operating, servicing, or working near hot melt equipment that is energized, heated, or pressurized:

- Heat-resistant gloves rated for contact with surfaces and material at the equipment's maximum operating temperature (typically 400°F / 204°C or higher)
- Safety glasses with side shields, or chemical splash goggles when there is any risk of adhesive spray or ejection
- Long-sleeved shirt and long pants of natural fiber or heat-resistant material (avoid synthetics that can melt to skin)
- Closed-toe shoes with non-slip soles; safety-toe footwear where required by site policy
- Face shield in addition to safety glasses when clearing blockages, replacing nozzles or modules, or whenever pressurized adhesive may be released

5. General Pressure Relief Procedure

Hot melt adhesive systems retain pressure even after the pump is shut off. Loosening fittings, opening modules, or replacing nozzles on a pressurized system can release molten adhesive at high velocity. The procedure below is the general depressurization sequence for hot melt equipment.

Important: Refer to the product-specific documentation for the equipment-specific bleed valve location, sequence, and any deviations from this procedure. Where product-specific documentation specifies a different procedure, that procedure supersedes this one for that equipment.

Depressurization Sequence

- Disable the pump by stopping rotation or removing pneumatic air supply. Close pump adhesive supply valve if applicable.
- Direct any dispense gun(s) into a heat-resistant waste container.
- Trigger or manually open each gun until adhesive flow stops and no further adhesive is dispensed.
- Close the compressed air supply to the equipment, apply lockout, and bleed downstream air pressure to zero through the equipment's bleed valve or by triggering the air-actuated valve until the air pressure gauge reads zero.
- Allow the system to cool to below 100°F (38°C) before opening any pressurized component or making physical contact with adhesive flow path components.
- After cooling, slowly loosen the nearest pressure connection (such as a hose fitting) with all PPE in place. If any adhesive or air escapes when the connection is loosened, the system is not fully depressurized — re-tighten the connection and repeat the procedure.

6. Lockout / Tagout Before Service

Hot melt equipment contains multiple hazardous energy sources: electrical (line voltage to heaters and controls), thermal (stored heat in adhesive, manifold, hoses, and gun bodies), pneumatic (compressed air to solenoids and valves), and hydraulic (pressurized molten adhesive). Before performing any installation, maintenance, troubleshooting, or service work, isolate ALL energy sources following your



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facility's lockout/tagout (LOTO) program in accordance with OSHA 29 CFR 1910.147. Refer to the product-specific documentation for equipment-specific shutdown sequence and disconnect locations.

Minimum LOTO Sequence

- Notify all affected personnel that the equipment will be shut down and locked out
- Shut down the equipment following the normal stopping procedure (see product-specific documentation)
- Isolate the electrical supply at the disconnect; apply lockout device and personal lock
- Close the compressed air supply valve; apply lockout device; bleed downstream air pressure to zero
- Bleed adhesive pressure to zero following the General Pressure Relief Procedure in Section 5 (or the procedure in the product-specific documentation if different)
- Allow the equipment to cool to below 100°F (38°C) before contact with any heated surface or adhesive
- Verify zero energy state by testing controls (attempt to start) and by direct measurement where appropriate
- Perform service work; reverse the sequence to restore service, ensuring all guards and covers are reinstalled

7. First Aid for Hot Adhesive Burns

CRITICAL: Hot melt adhesive can reach 400°F (204°C) or higher. It cools and solidifies quickly, adhering tightly to skin and trapping heat against the underlying tissue. Burns from hot melt adhesive can be deep and serious. DO NOT attempt to pull or peel adhesive from skin — doing so will remove skin with it.

If Hot Adhesive Contacts Skin

- Immediately flush the affected area with large quantities of clean, cold running water for at least 15 minutes to cool the adhesive and surrounding tissue
- Do NOT attempt to remove the cooled adhesive from the skin
- Do NOT apply ointments, butter, or home remedies
- Cover the area loosely with a clean, dry, non-stick dressing
- Seek medical attention immediately. Inform medical personnel that the burn is from molten hot melt adhesive and that the adhesive is still adhered to the skin — they will remove it under controlled conditions
- For burns to the eye, flush continuously with cold water for at least 15 minutes and obtain emergency medical care immediately. Do not attempt to remove adhesive from the eye

8. Safe Installation, Operation, and Service

Installation

Hot Melt Supply Company, LLC

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- Install equipment only in well-ventilated locations away from flammable materials and ignition sources
 - Verify supply voltage, frequency, and current rating against the equipment nameplate and product-specific documentation before connecting power
 - Ground the equipment in accordance with the National Electrical Code (NFPA 70) and all applicable local codes
 - Provide a dedicated, lockable disconnect within sight of the equipment
 - Use only the air and hydraulic fittings specified in the product-specific documentation; rated pressure of all components must equal or exceed the equipment's maximum operating pressure
 - Route hoses and cables away from heated surfaces, pinch points, and traffic paths

Operation

- Verify all guards and covers are in place before energizing the equipment
- Allow the system to reach full operating temperature before opening the dispense valve; operating below the adhesive's softening point can damage the equipment and create pressure surges
- Do not exceed the maximum operating temperature stamped on the equipment nameplate or specified in the product documentation
- Monitor adhesive level; do not allow the system to run dry, as this can damage pumps and cause overheating
- Keep the work area free of adhesive spills; cooled adhesive on walking surfaces is a slip hazard

Service

- Always perform lockout/tagout before service (see Section 6) and depressurize the system per Section 5
- Use only Hot Melt Supply Company replacement parts or OEM-equivalent parts of the correct rating
- Replace heaters, sensors, and electrical components with parts of identical voltage, wattage, and physical specifications
- Inspect O-rings, seals, and gaskets at each service interval; replace if worn, cracked, or contaminated
- Pressure-test the system after any service involving the adhesive flow path before returning to production
- Dispose of cooled adhesive scrap and contaminated parts in accordance with local environmental regulations

9. Storage, Transport, and Disposal

Store unused equipment in a clean, dry environment between 40°F and 100°F (4°C to 38°C). Protect from impact, contamination, and exposure to chemicals that may degrade seals or wetted components.

Drain residual adhesive from the equipment before transport. Cap or plug all adhesive and air ports to prevent contamination. Protect electrical connections from moisture and physical damage.



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At end of life, dispose of electrical components, seals, and adhesive-contaminated materials in accordance with applicable federal, state, and local environmental regulations. Contact Hot Melt Supply Company for recommendations on recycling or disposal of specific components.

10. When in Doubt — Contact Us

If at any time you are uncertain about the safe installation, operation, or service of Hot Melt Supply Company equipment, stop work and contact us. We would rather answer a question than respond to an incident.

Toll-free	1-888-202-1788
Email	sales@hotmeltsupplyco.com
Web	www.hotmeltsupplyco.com
Mail	Hot Melt Supply Company, LLC • 506 B Plantation Park Dr • Loganville, GA 30052

11. Glossary

The following terms are used throughout Hot Melt Supply Company documentation:

Term	Definition
Char	Carbonized, degraded adhesive that builds up in heated surfaces and flow paths from overheating, contamination, or extended exposure to air. Char can block filters, restrict flow, and cause pressure spikes.
EVA	Ethylene-vinyl acetate; the most common family of thermoplastic hot melt adhesives.
LOTO	Lockout / Tagout; OSHA-required procedure (29 CFR 1910.147) for isolating hazardous energy sources before service.
NFPA 70	National Electrical Code; the U.S. standard for safe electrical installation.
OSHA	Occupational Safety and Health Administration; U.S. federal agency that publishes workplace safety regulations.
PPE	Personal Protective Equipment; clothing and gear worn to protect against workplace hazards.
Pressurized	Containing fluid or gas above atmospheric pressure. A hot melt system is pressurized whenever the pump is running or until adhesive and air pressure are bled to zero.
PUR	Polyurethane reactive adhesive; moisture-cured adhesive requiring dedicated equipment and additional safety precautions. Not covered by this document.



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Term	Definition
Qualified Personnel	Personnel who, by training and experience, are familiar with the equipment, understand the hazards involved, and are trained in the safe practices necessary to avoid those hazards.
Rated	The maximum or minimum value of a parameter (voltage, pressure, temperature) for which the equipment is designed and certified. Operating outside rated values risks damage and injury.
RTD	Resistance Temperature Detector; an electrical sensor used to measure adhesive or equipment temperature.

12. Revision History

Rev.	Date	Description
A	2026-01-15	Initial release.

Disclaimer: This document provides general safety information applicable to a range of hot melt adhesive equipment supplied by Hot Melt Supply Company, LLC. It does not replace, supersede, or modify the safety information contained in product-specific documentation, equipment nameplates, or applicable codes and standards. The end user is responsible for compliance with all federal, state, and local regulations governing the use of industrial equipment, including but not limited to OSHA 29 CFR 1910 (General Industry), the National Electrical Code (NFPA 70), and any site-specific safety programs. Hot Melt Supply Company, LLC disclaims any liability for damage or injury resulting from failure to observe these safety instructions, from use of the equipment outside its rated parameters, or from modification of the equipment.