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**NATIONAL STANDARD OF THE  
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**GB/T 42598-2023**

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**Safety of machinery - Instruction handbook - General drafting  
principles**

机械安全 使用说明书 起草通则

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## Foreword

This document is in accordance with the provisions of GB/T 1:1-2020 "Guidelines for Standardization Work Part 1: Structure and Drafting Rules for Standardization Documents" drafting: This document is equivalent to ISO 20607:2019 "General Drafting Principles for Machinery Safety Instructions": The following minimal editorial changes have been made to this document:

--- Added suggestions for Chinese font size in Appendix B;

--- In Table B:1, a column corresponding to the font size of Chinese fonts and point sizes of Western fonts has been added, and a column of complex character sets has been deleted: Note that some contents of this document may involve patents: The issuing agency of this document assumes no responsibility for identifying patents: This document is proposed and managed by the National Machinery Safety Standardization Technical Committee (SAC/TC208): This document is drafted by: Nanan Zhongji Standardization Research Institute Co., Ltd., Hefei Tengyao Machinery Processing Co., Ltd., Guangdong Jiemeng Intelligent Equipment Co., Ltd., Kudez Chocolate (Suzhou) Co., Ltd., Xiamen Weihaotai Technology Co., Ltd., Baitong Standardization Research Institute, Nanxun District, Huzhou City Research Institute, Delin Intelligent Technology Co., Ltd., Zhejiang Bodong Industry and Trade Co., Ltd., Fujian Sian Intelligent Technology Development Co., Ltd., Jinhua Seiko Industry Co., Ltd., Tool Manufacturing Co., Ltd., Qingdao Kaijie Heavy Industry Machinery Co., Ltd., Ningbo Weicheng Technology Co., Ltd., Nanjing Zhongtuo Technology Co., Ltd., Ningbo Amoi Dazhong Machinery Co., Ltd., Zhongji Productivity Promotion Center Co., Ltd., Sichuan Shuxing Youchuang Safety Technology Co., Ltd., Fujian Minxuan Technology Co., Ltd., Huizhou Huida Machinery Technology Co., Ltd., Anta (Fujian) Machinery Equipment Industry Co., Ltd., Guangdong Shicheng Plastic Machinery Co., Ltd., Zhejiang Jack Intelligent Equipment Co., Ltd., Weifang Boshuo Precision Electronics Co., Ltd., Zhongtian Optoelectronics Technology (Zhuhai) Co., Ltd.: Co., Ltd., Hebei Shenghe Agricultural Machinery Co., Ltd., Guangdong Dangjia Intelligent Appliance Co., Ltd.,

Tangshan Runjie Machinery Manufacturing Co., Ltd: Division, Oushangyuan (Tianjin) Co., Ltd., Guangdong Kaibao Robot Technology Co., Ltd., Qingdao Leiting Heavy Industry Co., Ltd., Foshan Nanhai Heng Da Machinery Manufacturing Co., Ltd., Hubei Wanlianda Automobile Technology Co., Ltd., Ningbo Jingzuan Industrial Technology Co., Ltd., Ningbo Feitu Auto Technology Co., Ltd., Shaoxing Keyi Standard Technology Consulting Co., Ltd., Qingdao Jinhuaqing Sports Equipment Co., Ltd., Shaanxi Xiejia Yaguang Software Co., Ltd: Co., Ltd., Yiwu Hongtao Mold Co., Ltd., Zaozhuang Hengxiang Paper Products Co., Ltd., Jiushi Testing Technology (Guangdong) Co., Ltd., Shaanxi Panbiao Software Co., Ltd., Zhejiang Xiemei Technology Co., Ltd., Xi'an Ningkangte Data Service Co., Ltd: The main drafters of this document: Zhuang Dongjian, Zhu Bin, Huang Hongwei, Zhang Tianze, Yang Daoming, Li Chengcai, Lin Shidong, Qu Zhong, Zhang Zhihuan, Li Bo, Su Liguang, Wen Lijun, Yan Shengyuan, Chen Yong, Guo Xin, Liu Zhiyong, Qin Peijun, Zheng Huating, Gu Dazheng, Fu Huiqing, Li Qin, Cheng Hongbing, Hong Jifu, Wu Jihua, Qin Zhihong, Chen Qi, Wang Lin, Wang Chengyang, Zhang Xiaofei, Wang Xinfang, Zhang Yuehong, Jiang Huixing, Zhang Hong, Shi Hongwei, Chen Jing, Jiang Kai, Tang Haijing, Zhang Junan, Wang Jin, Tan Shucheng, Zhang Xiuwei, Liu Yunwei, Ye Jianhong, Yang Lingling, Li Jian, Wang Zhenghua, Nan Shaowei, Ke Zhenzhen, Zheng Decan, Pi Yulin:

The categories of safety standards in the field of machinery are as follows:

--- Class A standard (basic safety standard), giving basic concepts, design principles and general characteristics applicable to all machinery:

---Class B standards (general safety standards), involving a safety feature of machinery or a type of safety device with a wider range of use: - Class B1 standards, specific safety features (such as safety distance, surface temperature, noise) standards; - B2 standard, safety device (such as two-hand control device, interlock device, pressure-sensitive device, protective device) standard:

---C type standard (mechanical product safety standard), which specifies its detailed safety requirements and/or inspections for a specific machine or a group of machines test method standards: According to the provisions of GB/T 15706, this document belongs to category B standards: This document is particularly relevant to the following stakeholders related to machinery safety:

--- machine manufacturer;

---Health and safety agencies: Other stakeholders affected by the level of machinery safety are:

--- machine users;

--- machine owner;

--- service provider;

--- Consumers (for machinery intended to be used by consumers): All of the above stakeholders are likely to participate in the drafting of this document: In addition, this document is intended to be used by standardization bodies drafting Category C standards: The requirements specified in this document may be supplemented or modified by Category C standards: For machines that are within the scope of C-type standards and have been designed and manufactured in accordance with C-type standards, the requirements in C-type standards should be adopted first: This document is intended to guide machine manufacturers on how to provide instructions for users: According to GB/T 15706-2012 6:4:1:1, The compiled usage information is an integral part of the machine design: The use of information is composed of text, words, signs, signals, symbols or diagrams, etc: Composed to deliver information to users in the form of individual or joint use: Use of information intended for professional and/or non-professional users The instruction manual is a key part of the machine usage information: The instruction manual drawn up in accordance with this document is intended to inform the user how to use the machine safely according to the intended use during the life cycle of the machine: device, taking into account reasonably foreseeable misuse: This document has been developed to improve the safety of using the machine and the readability/ease of use of the instruction manual accompanying the machine: General Rules for Drafting Machinery Safety Instruction Manual

## 1 Scope

GB/T 42598-2023 sets the general drafting principles for machinery instruction handbooks, equivalent to ISO 20607. The instruction handbook is a safety component: when a hazard cannot be designed out or guarded, the manufacturer's remaining obligation is to inform, and a residual risk that is buried on page 200 in a bad translation has not been communicated. The standard therefore treats the handbook as part of the risk assessment rather than as documentation. It sets the general requirements, the target group, the information required, the terminology and wording, the publication and structure, and the communication of residual risks, then the content of the handbook, and the language and style guidance covering the language versions and the way instructions are expressed. It took effect on 1 December 2023.

This document specifies the requirements for the machinery manufacturer to prepare the safety-related parts of the machine instruction manual: This document:

--- Aiming at the general requirements for use information specified in 6:4:5 of GB/T 15706-2012, more specific technical specifications are given;

--- On the basis of considering all stages of the whole life cycle of the machine, the safety-related content, corresponding structure and form of expression:

Note 1: Chapter 6 of GB/T 15706-2012 provides strategies for reducing machine risks, including intrinsically safe design measures, safety protection and risk reduction

supplements: Complementary Measures and Usage Information:

Note 2: Appendix A gives a comparison table between the terms of use of information in 6:4 of GB/T 15706-2012 and the corresponding terms of this document:

Note 3: For general information on the concept and preparation of instructions, see IEC /IEEE 82079-1:2019: This document establishes the principles that need to be met to provide residual risk information: This document does not give requirements for declarations related to noise and vibration emissions:

## 2 Normative references

The contents of the following documents constitute the essential provisions of this document through normative references in the text: Among them, dated references For documents, only the version corresponding to the date is applicable to this document; for undated reference documents, the latest version (including all amendments) is applicable to this document:

GB/T 15706-2012 Risk Assessment and Risk Reduction of Machinery Safety Design General Principles ( ISO 12100:2010, IDT)

## 3 Terms and Definitions

The following terms and definitions defined in GB/T 15706-2012 apply to this document: The addresses of the standardized terminology databases maintained by ISO and IEC are as follows:

---ISO online browsing platform: <https://www.iso.org/obp>; 3:1 instruction manual Written instructions and suggestions for all stages of the machine's life cycle provided by the machine manufacturer to the user:

Note: The instruction manual is part of the information provided to the user: For more information, see 6:4 of GB/T 15706-2012: 3:2 integrator An entity that designs, supplies, manufactures, or assembles an integrated manufacturing system that is responsible for security policies, including safeguards, control interfaces, and Interconnection of control systems:

Note: Integrators may be manufacturers, assemblers, engineering companies or users: [Source: GB/T 16655-2008, 3:10, modified]