

# SAFETY REPORTS

October 04, 2016

Steve Smith  
Safety Director  
Best Company  
1234 Main Street  
Kansas City, MO 64555

Re: General Industry Safety Survey  
Omaha, NE

Steve,

This report is in follow-up to the safety survey completed on October 02, 2016. The purpose of the survey was to identify potential safety hazards and/or OSHA violations. Tim Miller is the contact person at this location.

Attached, is a list of safety observations and recommendations based on conditions present at the time of my visit. If you have any questions or require additional information after reading this report, please don't hesitate to contact me.

Sincerely,

*John Doe*

John Doe  
President/Owner  
Safety-Reports, Inc.  
Phone: (402) 403-6575  
Email: johndoe1963@cox.net

CC: Bill Johnson  
Tom Jackson

*Observations and recommendations are purely advisory and based on practices and conditions observed and information provided at the time of this survey. They are not intended to include every loss or accident potential. It's the client's responsibility to make further observations and take whatever action that may be necessary to prevent losses, enforce safety procedures and eliminate hazardous conditions so as to comply with any federal, state, or local law, rule or regulation concerning safety and health.*

## General Industry Report

Completed for: Best Company  
 Report Name: General Industry  
 Location: Omaha, NE  
 Contact: Tim Miller, Shop Manager

**Inspection Date:** October 02, 2016  
**Scope of Work:** Monthly Safety Walk-through  
**Score:** 66%

### Observations

Compressed Air	Yes	No
<ul style="list-style-type: none"> <li><b>Air nozzles have relief ports to diffuse air? 1910.242(b) (See Photo)</b></li> </ul>		✓

Photo(s):



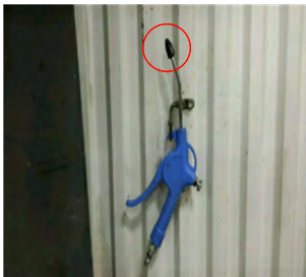
Non approved air nozzle in fab shop



Example of an approved air nozzle



Example of an approved air nozzle



Non approved air nozzle

Compressed Gas Cylinders	Yes	No
<ul style="list-style-type: none"> <li><b>Cylinders secured to prevent tipping? 1910.101 (See Photo)</b>  <i>Note: Cylinders need to be secured to prevent tipping in outside storage area.</i></li> <li><b>Valve caps replaced when cylinders are not in use? 1910.101 (See</b></li> </ul>		✓
		✓

**Photo)**

**Note:** Safety caps are not replaced on all stored cylinders

Photo(s):



Safety cap missing



Proper Cylinder storage



Cylinders not secured to prevent tipping

**Cranes/Rigging**

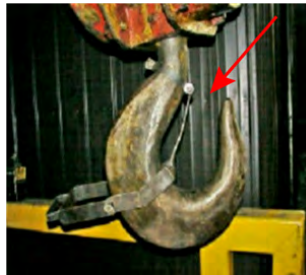
Yes No

- |  | Yes | No |
|--|-----|----|
| • Frequent crane inspections occur? 1910.179(j)(1)(ii)(a)  | ✓   |    |
| • <b>Rated load of each hoist legibly marked? 1910.179(b)(5) (See Photo)</b>                       |     | ✓  |
| • Pendants marked for identification of functions? 1910.179(g)(1)(v)                               | ✓   |    |
| • <b>Lifting hooks have functional safety latch? 1910.179(j)(2)(iii) (See Photo)</b>               |     | ✓  |
| • Crane/rigging sufficiently rated for load? 1910.179(n)(1)  | ✓   |    |
| • Hoists equipped with overtravel limit-switch? 1910.179(g)(5)(iv)                                 | ✓   |    |
| • <b>Slings in good condition/no damage, kinks, knots? 1910.184(c)(1),(2),&amp;(3) (See Photo)</b> |     | ✓  |
| <i>Note: Severely damaged sling should be removed from service</i>                                 |     |    |
| • ID tag affixed to slings and legible? 1910.184(c)(14)  | ✓   |    |

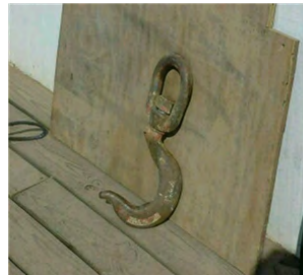
Photo(s):



Damaged sling



Safety latch is broken on hook in Fab shop



Damaged hook in fab area



Load limit on jib crane is not visible

Non-approved lifting hook in Fab Shop

Electrical Safety	Yes	No
• Breaker switches marked to indicate purpose? 1910.303(f)(2)	✓	
• <b>Proper clearance around panels/electrical equipment? 1910.303(g)(1) (See Photo)</b>		✓
• Unused openings in panels/cabinets closed? 1910.305(b)(1)(ii)	✓	
• Flexible cords free of damage/fraying? 1910.334(a)(2)(i)	✓	
• Flexible cords have ground pin? 1910.334(a)(3)(i)	✓	

Photo(s):



Blocked electrical panels



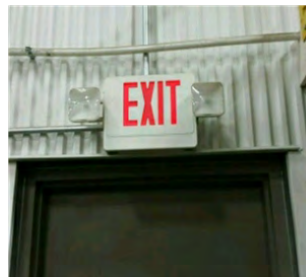
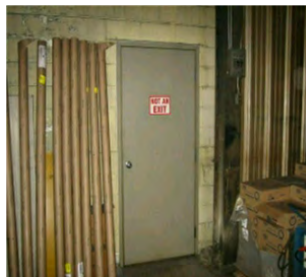
Blocked panels

Exits/Egress	Yes	No
• Exit discharge leads directly outside? 1910.36(c)(1)	✓	
• Exit doors open out in direction of travel? 1910.36(e)(2)	✓	
• <b>Direction to exit marked when not apparent? 1910.37(b)(4)</b>		✓
• Non-exit doors marked NOT AN EXIT as required? 1910.37(b)(5) (See Photo)	✓	
• Exits/pathway to exits are unobstructed? 1910.37(a)(3)	✓	
• <b>Emergency lights provided and functional? 1910.37(b)(1) (See Photo)</b> <i>Note: Need to inspect all emergency lights. At least two were found to not work when test button was depressed.</i>		✓

Photo(s):



Emergency lights not working when test button is depressed



Emergency lights not working above east door in warehouse

Fire Safety	Yes	No
• Fire extinguishers mounted? 1910.157(c)(1)	✓	

- Fire extinguishers unobstructed? 1910.157(c)(1) ✓
- Fire extinguishers identified by signage? 1910.157(c)(1) ✓
- Portable fire extinguishers inspected monthly? 1910.157(c)(4) ✓
- Portable fire extinguishers maintained annually? 1910.157(e)(3) ✓

Flammable Liquids	Yes	No
• Flammable storage cabinets labeled properly? 1910.106(d)(3)(ii) (See Photo)	✓	
• Class 1 Flammables (if > 25 gal) kept in cabinet/storage room? 1910.106(e)(2)(ii)(b)(1) (See Photo)		✓

Photo(s):



Flammable not being stored properly

Flammable not stored properly

Grinders (Bench/Pedestal)	Yes	No
• Tongue guard adjusted to within 1/4" of wheel? 1910.215(b)(9) (See Photo)		✓
• Bench/pedestal grinders permanently mounted? 1910.212(b) (See Photo)		✓

Photo(s):



Tongue guard missing



Guards missing on bench grinder



Grinder is not mounted to bench top

Hazard Communication	Yes	No
• Chemical inventory list maintained? 1910.1200(e)(1)(i)	✓	
• Hazardous chemicals properly labeled? 1910.1200(b)(3)(i) (See Photo)		✓
• SDS for hazardous chemicals accessible? 1910.1200(g)(8)	✓	

Photo(s):



Improper labeling



Improper labeling

Housekeeping

Yes No

- **Work areas kept clean/orderly? 1910.141(a)(3)(i) (See Photo)**

✓

Photo(s):



Poor housekeeping in warehouse



Housekeeping issue in electrical room

Ladders (Portable)

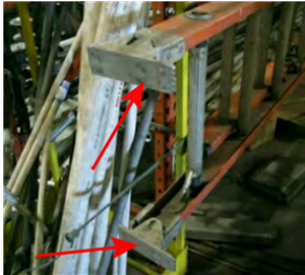
Yes No

- **Step ladders have non-slip safety feet? 1910.26(a)(3)(vii) (See Photo)**
- Specification label in place/legible? (ANSI A14)

✓

✓

Photo(s):



Safety feet missing

Machine Guards (General)

Yes No

- **Point-of-operation hazards properly guarded? 1910.212(a)(3)(ii) (See Photo)**
- **Rotating parts hazards properly guarded? 1910.212(a)(3)(ii) (See Photo)**

✓

✓

Photo(s):



Self-adjusting guard is bypassed



Chuck guard needed on drill press

Medical Services/First Aid

Yes No

- **Good compliance/no safety violations? 1910.151 (See Photo)**  
**Note:** Saline rinse bottles need to be inspected to ensure they are current/not expired.

✓

Photo(s):



Saline rinse bottles are past expiration

Postings/Signs

Yes No

- OSHA Poster prominently displayed? 1903.2(a) ✓
- Caution signs posted as needed/required? 1910.145(c)(2)(i) ✓

Recordkeeping (Injury/Illness)

Yes No

- Are all work-related cases properly documented on OSHA 300 Log? 1904.4(a)(1) ✓
- Are work-related bloodborne incidents (needlestick/cuts) properly recorded? 1904.8(a) ✓
- Are hearing loss incidents resulting in Standard Threshold Shift (STS) recorded? 1904.10(a) ✓
- Is OSHA Form 301 (or equivalent) completed for each recordable incident? 1904.29(b)(2) ✓
- Are incidents recorded on OSHA 300 Log within 7 calendar days of notification? 1904.29(b)(3) ✓
- Is Annual Summary (Form 300A) certified (signed by senior management)? 1904.32(b)(3)&(4) ✓
- Is Annual Summary (Form 300A) conspicuously posted btwn Feb 1 and Apr 30? 1904.32(b)(5)&(6) ✓

Stairs and Stairways

Yes No

- Handrail on stairs with 4 or more risers? 1910.23(d)(1) ✓

- Riser height and tread width uniform? 1910.24(f) ✓
- Slip-resistant treads on stairs maintained? 1910.24(f) ✓

Storage	Yes	No
• <b>Materials stored/stacked safely? 1910.176(b) (See Photo)</b>		✓
• Storage racks installed square and plumb? ANSI MH16.2	✓	
• Storage racks anchored to the floor? (ANSI MH16.2)	✓	
• Storage rack columns protected from damage? (ANSI MH16.2)	✓	
• Load capacity signs posted on storage racks? (ANSI MH16.2)	✓	
• Cross members securely fastened to uprights? (ANSI MH16.2)	✓	

Photo(s):



Product stored in warehouse needs to be banded or use shrink wrap when staking on top shelf.

Tools (Hand & Power)	Yes	No
• <b>Tools inspected and maintained in good condition? 1910.242(a) (See Photo)</b>		✓
• <b>Angle grinders equipped with safety guard? 1910.243(c)(3) (See Photo)</b>		✓

Photo(s):



Guard missing on angle grinder



Damaged hammer



Guard missing on grinder





Damaged shaft on hammer

Guard missing on grinder

Welding, Cutting and Brazing

Yes No

- **Adequate ventilation provided? 1910.252(c)(1)(iii)** ✓  
*Note: Ventilation system in Maintenance Shop is suspect at best. Need IH to conduct testing to ensure proper ventilation is provided.*
- Electrodes removed from holders when not in use? 1910.252(a)(4)(i) ✓
- Welding curtains used as required? 1910.252(b)(2)(iii) **(See Photo)** ✓
- Oxygen cylinders separated from fuel-gas cylinders? 1910.253(b)(4)(iii) ✓
- Regulators removed/valve caps replaced when stored? 1910.253(b)(2)(iv) ✓

Photo(s):



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**Closing Comments:**

Several issues to address. Spoke to Tim regarding the results of this audit and he assured me steps will be taken to address deficiencies noted.

## Recommendations:

### 1) Compressed Air

- *Only use air nozzles equipped with relief ports to discharge sufficient air to reduce the air pressure at the nozzle tip to less than 30 p.s.i. [reference 1910.242(b)]. [View OSHA Standard](#)*
  - Responsible Party: Fabrication Manager

### 2) Compressed Gas Cylinders

- *Take appropriate steps to secure compressed gas cylinders in an upright position to prevent them from tipping over in accordance with Compressed Gas Association Pamphlet P-1-1965 [incorporated by reference in Sec. 1910.6]. [View OSHA Standard](#)*
  - Note: Cylinders need to be secured to prevent tipping in outside storage area.
  - 
  - Severity Rating: Moderate
  - Responsible Party: Maintenance Manager
- *Take steps to ensure all valve caps are replaced on compressed gas cylinders when not in use in accordance with Compressed Gas Association Pamphlet P-1-1965 [incorporated by reference as specified in Sec. 1910.6]. [View OSHA Standard](#)*
  - Note: Safety caps are not replaced on all stored cylinders
  - 
  - Severity Rating: Moderate
  - Responsible Party: Fabrication Manager

### 3) Cranes/Rigging

- *Mark the rated load of the crane on each side of the crane and be sure it is clearly legible from the ground or floor [reference 1910.179(b)(5)]. [View OSHA Standard](#)*
- *Visually inspect hooks daily for defects (i.e. twisted, pitted, throat opening too wide, broken/missing safety latch, etc.) and repair and/or replace hooks when defects are found [reference 1910.179(j)(2)(iii)]. [View OSHA Standard](#)*
  - Severity Rating: Moderate
  - Responsible Party: Fabrication Manager
- *Damaged or defective slings shall not be used. Additionally, slings shall not be shortened with knots or bolts or other makeshift devices and sling legs shall not be kinked. [reference 1910.184(c)(1),(2),&(3)] [View OSHA Standard](#)*
  - Note: Severely damaged sling should be removed from service
  - 
  - Severity Rating: Advisory
  - Responsible Party: Maintenance Manager

### 4) Electrical Safety

- *Take steps (i.e. paint lines on floor, use railing, cones, etc.) to maintain sufficient access and working space (min. 30 inches wide by 36 inches deep) in front of all electric equipment including breaker panels, disconnect switches, transformers, etc. [reference 1910.303(g)(1)]. [View OSHA Standard](#)*
  - Responsible Party: Maintenance Manager

#### 5) Exits/Egress

- *If the direction of travel to the exit or exit discharge is not immediately apparent, post signs along the exit routes indicating the direction of travel to the nearest exit and exit discharge [reference 1910.37(b)(4)]. [View OSHA Standard](#)*
  - Responsible Party: Maintenance Manager
- *Install emergency lighting as needed to ensure adequate lighting of all exit routes and doors during a power failure. Also, lighting should be tested monthly to ensure batteries are not dead or bulbs burned out. Repair/replace as needed [reference 1910.37(b)(1)]. [View OSHA Standard](#)*
  - Note: Need to inspect all emergency lights. At least two were found to not work when test button was depressed.
  - Responsible Party: Maintenance Manager

#### 6) Flammable Liquids

- *The quantity of Category 1 flammable liquids that may be located outside of an inside storage room or storage cabinet in a building or in any one fire area of a building shall not exceed 25 gallons. [reference 1910.106(e)(2)(ii)(b)(1)] [View OSHA Standard](#)*
  - Responsible Party: Maintenance Manager

#### 7) Grinders (Bench/Pedestal)

- *Adjust (or install if missing) the tongue guard on grinders to within one-fourth inch of the wheel [reference 1910.215(b)(9)]. [View OSHA Standard](#)*
  - Severity Rating: Moderate
  - Responsible Party: Maintenance Manager
- *Make sure all equipment (i.e. bench or pedestal grinders) designed for a fixed location are securely anchored to prevent walking or moving [reference 1910.212(b)]. [View OSHA Standard](#)*
  - Severity Rating: Advisory
  - Responsible Party: Maintenance Manager

#### 8) Hazard Communication

- *Take steps to ensure that all hazardous chemical containers (original and secondary containers) are properly labeled. Labels must not be removed or defaced [reference 1910.1200(b)(3)(i)]. [View OSHA Standard](#)*
  - Responsible Party: Maintenance Manager

#### 9) Housekeeping

- *Take steps to ensure all places of employment are kept clean and organized to the extent that the nature of the work allows [reference 1910.141(a)(3)(i)]. [View OSHA Standard](#)*

#### 10) Ladders (Portable)

- *Immediately remove from service any step ladder that has damaged or missing non-slip feet [reference 1910.26(a)(3)(vii)]. [View OSHA Standard](#)*

#### 11) Machine Guards (General)

- *Install safeguards at the point of operation of machines to prevent employees from placing a body part in the danger zone during the operating cycle [reference 1910.212(a)(3)(ii)]. [View OSHA Standard](#)*
  - Responsible Party: Maintenance Manager
- *Install guards or shields on machines to prevent placing a body part in the rotating parts hazard of a machine (i.e. chuck guard or shield on drill presses or lathes, fixed guard on rotating shaft, etc.) [reference 1910.212(a)(3)(ii)]. [View OSHA Standard](#)*
  - Responsible Party: Maintenance Manager

#### 12) Medical Services/First Aid

- *Review OSHA regulations on Medical Services/First Aid (1910.151) and adhere to applicable requirements in the standard. Reference comments, notes and/or photo(s) for details. [View OSHA Standard](#)*
  - Note: Saline rinse bottles need to be inspected to ensure they are current/not expired.
  - Severity Rating: Advisory
  - Responsible Party: Warehouse Manager

#### 13) Storage

- *Materials in storage should be stacked, blocked, interlocked and limited in height so that they are stable and secure against sliding or collapse. Avoid leaning items on end unless secured to prevent them from falling over [reference 1910.176(b)]. [View OSHA Standard](#)*
  - Responsible Party: Warehouse Manager

#### 14) Tools (Hand & Power)

- *Require employees to inspect and maintain tools and equipment in a safe condition. Tag and remove from service any damaged or defective tools until repairs can be made or discard if repairs are not possible [reference 1910.242(a)]. [View OSHA Standard](#)*
  - Responsible Party: Fabrication Manager, Maintenance Manager
- *Require use of safety guards on portable angle grinders and the guard must be located between the operator and the wheel during use [reference 1910.243(c)(3)]. [View OSHA Standard](#)*
  - Responsible Party: Fabrication Manager, Maintenance Manager

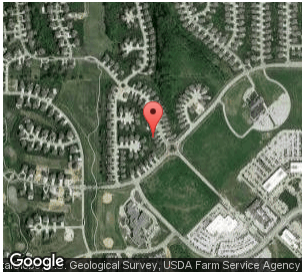
#### 15) Welding, Cutting and Brazing

- *Provide local exhaust or general ventilating systems to keep the amount of welding fumes below the maximum allowable concentration as specified in 1910.1000 [reference 1910.252(c)(1)(iii)]. [View OSHA Standard](#)*
  - Note: Ventilation system in Maintenance Shop is suspect at best. Need IH to conduct testing to ensure proper ventilation is provided.
  - Responsible Party: Maintenance Manager

Submitted by:


John Doe  
President/Owner  
Safety-Reports, Inc.  
(402) 403-6575  
johndoe1963@cox.net

*Observations and recommendations are purely advisory and based on practices and conditions observed and information provided at the time of this survey. They are not intended to include every loss or accident potential. It's the client's responsibility to make further observations and take whatever action that may be necessary to prevent losses, enforce safety procedures and eliminate hazardous conditions so as to comply with any federal, state, or local law, rule or regulation concerning safety and health.*



**Geo-Tag Information:**  
**Latitude:** 41.268366  
**Longitude:** -96.203879  
**Date:** 10/02/2016  
**Time:** 03:53 PM (central)

Inspection/report/audit verified by:

x   
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Sunday, October 02, 2016 15:52:13 PM (central)