

SAFE

Safety Sign Assessment for Frequently Endangered Employees

Guidelines: This checklist covers the regulations issued by the U.S. Department of Labor - OSHA under the General Industry standards 29 CFR 1910.144 and 1910.145 and the Construction standards 1926.200 as well as ANSI Z535.4 Product safety signs and labels. The regulations outlined only apply to private employers and their employees, unless adopted by a state agency and applied to other groups such as public employees. It does not include signs designed for streets, highways, railroads and marine applications.

YES	NO	STEP 1: PRODUCT OR LINE LEVEL ASSESSMENT
<input type="checkbox"/>	<input type="checkbox"/>	Are there signs within the facility and on the equipment that need to be replaced due to fading, damage or dirt? <i>NOTE: Safety signs should be replaced when they no longer meet legibility requirements as outlined in Section 8.2 of ANSI Z535.4 -2011. [ANSI Z535.4-2011; 10.2.2]</i>
<input type="checkbox"/>	<input type="checkbox"/>	Has the risk been estimated for each identified hazardous situation in order to select the correct signal word – Danger, Warning or Caution? <i>NOTE: For the purposes of signal word selection, it does not matter why the sign is ignored (failure to read or deliberate decision to ignore) the hazardous situation associated with the sign is the same. [ANSI Z535.4 – 2011: Annex E3.2]</i>
<input type="checkbox"/>	<input type="checkbox"/>	Are DANGER signs being installed where death or serious injury will occur if the hazard is realized? [29 CFR 1910.145(c)(1)(ii) and 1926.200(b)(1) and ANSI Z535.4-2011; Annex A]
<input type="checkbox"/>	<input type="checkbox"/>	Do all existing DANGER signs have white text on a red background and a safety alert symbol? [29 CFR 1910.144(a)(1)(ii), 1910.145(d)(2), 1926.200(b)(2) and ANZI Z535.4- 2011; 7.2.1]
<input type="checkbox"/>	<input type="checkbox"/>	Are WARNING signs being installed only where death or serious injury could occur if the hazard is realized? [ANSI Z535.4-2011; Annex A]
<input type="checkbox"/>	<input type="checkbox"/>	Do all WARNING signs have an orange background with black text and a safety alert symbol? [ANSI Z535.4; 7.2.2]
<input type="checkbox"/>	<input type="checkbox"/>	Are CAUTION signs being installed where minor or moderate injury will occur if the hazard is realized? This also includes unsafe practices. [29 CFR 1910.145(c)(2)(i) and 1926.200(c)(1)]
<input type="checkbox"/>	<input type="checkbox"/>	Do CAUTION signs have a yellow background with black letters and a safety alert symbol. [29 CFR 1910.145(d)(4), 1926.200(c)(2)and(3) and ANZI Z535.4- 2011; 7.2.3]
<input type="checkbox"/>	<input type="checkbox"/>	Where practices not related to physical injury are required to be printed, are NOTICE signs being used to communicate best practices? [ANSI Z535.4-2011; Annex A] <i>Note: It is important to ensure that the entrance to areas that require industrial quality eye protection, have a sign installed indicating the requirement. This is typically a notice sign. This same sign should be posted on any equipment, machines or process areas where operator eye protection is required.</i>

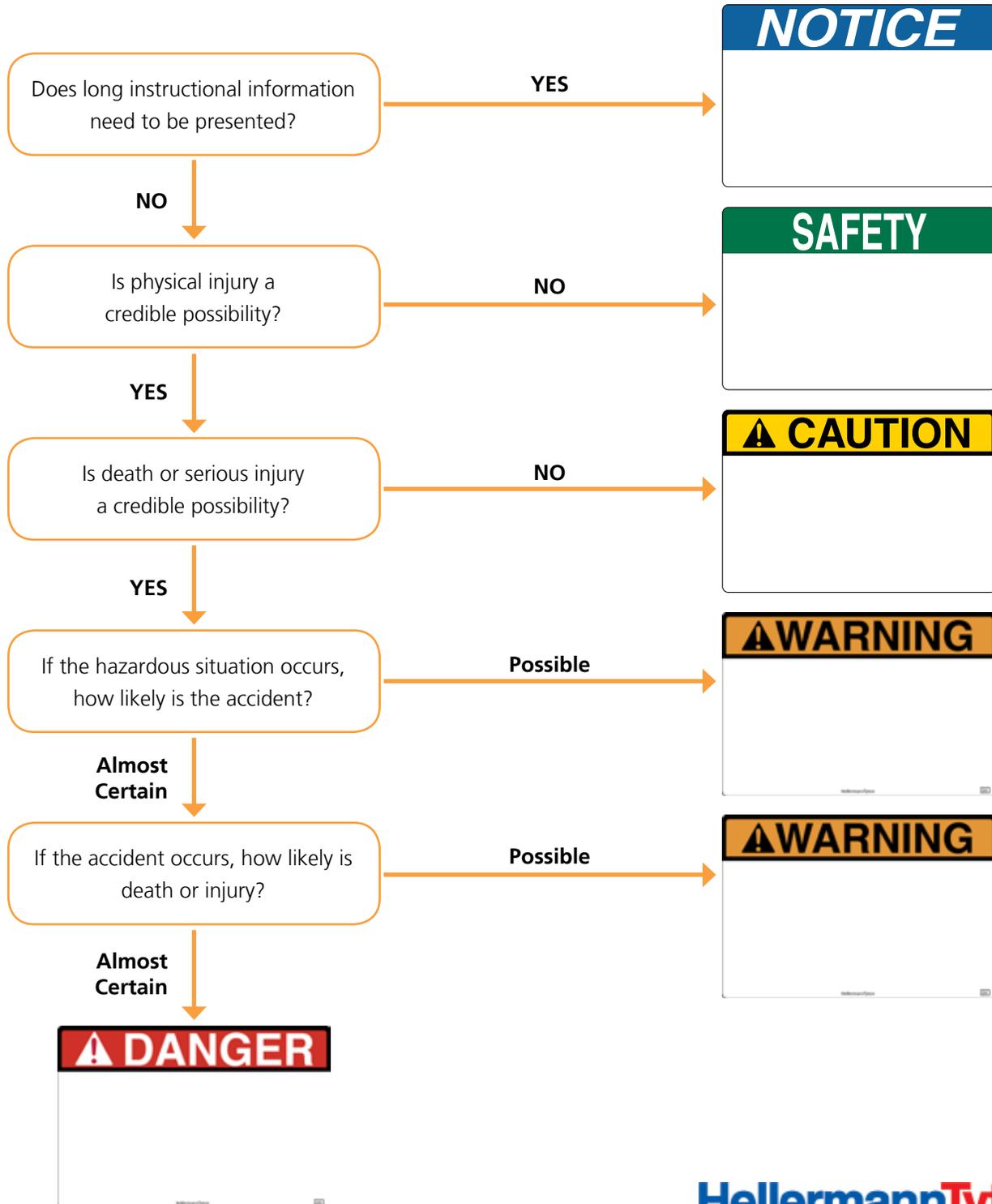
YES	NO	STEP 1: PRODUCT OR LINE LEVEL ASSESSMENT <i>cont.</i>
<input type="checkbox"/>	<input type="checkbox"/>	Do NOTICE signs have a blue panel with white italicized text? [ANSI Z535.4-2011; 7.2.4]
<input type="checkbox"/>	<input type="checkbox"/>	Where general instructions are required, are SAFETY signs being used to suggest relative safety measures? [29 CFR 1910.145(c)(3)]
<input type="checkbox"/>	<input type="checkbox"/>	Do SAFETY instruction signs have a green panel with white lettering? [29 CFR 1910.145(d)(6), 1926.200(e) and ANZI Z535.4- 2011; 7.2.5]
<input type="checkbox"/>	<input type="checkbox"/>	For each identified hazard, are there signs within the facility or on the equipment, near guarding or within proximity to the hazard, but not on the equipment itself?
<input type="checkbox"/>	<input type="checkbox"/>	Are all equipment controls labeled? [NFPA 79 – Chapter 10.7.3]
<input type="checkbox"/>	<input type="checkbox"/>	Are all emergency stop buttons labeled? [NFPA 79 – Chapter 10.7.3]
<input type="checkbox"/>	<input type="checkbox"/>	Are all electrical hazards, isolators and electrical switches clearly identified? [29 CFR 1910.303(b)(1)]
<input type="checkbox"/>	<input type="checkbox"/>	Is each disconnecting means identified? [NFPA 70 - 110.22(A) and 29 CFR 1910.303(f)(1-2)]
<input type="checkbox"/>	<input type="checkbox"/>	Are all working spaces identified around switchboards and panels? [29 CFR 1910.303(g)(1) and NFPA 70E – Article 205.5]
<input type="checkbox"/>	<input type="checkbox"/>	Are all Arc-Flash hazards properly identified? [NEC 110.16 and NFPA 70E Article 130.5(C)]
<input type="checkbox"/>	<input type="checkbox"/>	If Arc-Flash calculations are posted, have all enclosures with circuit breakers or fuses been marked with the series combination ratings? [CRF 1910.303(f)(5)(i)]
<input type="checkbox"/>	<input type="checkbox"/>	Are all voltage and circuit identification securely affixed and maintained on enclosures and disconnects? [NFPA 70E – 205.12 and ANSI ZG3.22]
<input type="checkbox"/>	<input type="checkbox"/>	Do all confined space entrances have signs posted? [29 CRF 1910.146(c)(2) and NEC 110.27(C)]
<input type="checkbox"/>	<input type="checkbox"/>	Do all entrances to restricted areas have signs posted? [29 CRF 1910.146(c)(2) and NEC 110.27(C)]
<input type="checkbox"/>	<input type="checkbox"/>	Are all highly technical hazards, such as radiation, laser or biological hazards identified? [29 CRF 1910.1096(e)(3)(i)]
<input type="checkbox"/>	<input type="checkbox"/>	Do you have any areas in the building that exceed noise levels of 85Db and if so, are proper warnings visible to anyone in the area? [29 CFR 1910.95(i)(2)(i)]

Identification

Labeling Solutions

STEP 2: CLASSIFICATION OF REQUIRED SIGNAGE

Using the free TagPrint Xpress Electrical app available on the Apple App Store or Google Play, a decision tree is built-in to the app that can direct the user to the proper classification of signage. The app will also help in the label design process.



YES	NO	STEP 2: CLASSIFICATION OF REQUIRED SIGNAGE
<input type="checkbox"/>	<input type="checkbox"/>	Are danger tags used only in situations where an immediate hazard presents a threat of death or serious injury? [29 CFR 1910.145(f)(5)]
<input type="checkbox"/>	<input type="checkbox"/>	Are warning tags used to represent a hazard level between caution and danger? [29 CFR 1910.145(f)(7)]
<input type="checkbox"/>	<input type="checkbox"/>	Are caution tags used only in situations where a non-immediate or potential hazard or unsafe practice presents a minor threat? [29 CFR 1910.145(f)(6)]
<input type="checkbox"/>	<input type="checkbox"/>	Are Notice signs being used to communicate best practices?
<input type="checkbox"/>	<input type="checkbox"/>	Are Safety signs being used to suggest safety measures?
<input type="checkbox"/>	<input type="checkbox"/>	Are biological hazard tags used to identify equipment, containers, rooms, and experimental animals (or combinations thereof) that may include a hazardous biological agent? [29 CFR 1910.145(f)(8)(i)]

YES	NO	STEP 3: SIGN DESIGN
<input type="checkbox"/>	<input type="checkbox"/>	Do you require safety labels for surviving harsh environments? [NEC 110.21(B)(3) and 29 CFR 1910.303(g)]
<input type="checkbox"/>	<input type="checkbox"/>	When possible, the applied signs should be protected from extreme UV exposure, chemicals, abrasion or anything that might damage the label in the foreseeable future. [ANSI Z535.4-2011; 9.2]
<input type="checkbox"/>	<input type="checkbox"/>	Do required tags define the specific hazardous condition or the instruction to be communicated, either in words, or pictures, or both? [29 CFR 1910.145(f)(4)(i)(B) and (f)(4)(iii)]
<input type="checkbox"/>	<input type="checkbox"/>	Would pictograms (safety symbols) provide additional protection and help to communicate the message better? (Only for use on Danger, Warning or Caution signage) [ANSI Z535.4; 11.2 and ANSI Z535.3]
<input type="checkbox"/>	<input type="checkbox"/>	Are there any multi-lingual considerations to review prior to sign design? (Signal word and hazard text should be displayed in each language.) [ANSI Z535.4- 2011; Annex B]

- Identify the hazard
- How to avoid the hazard

! DANGER

Pinch point
Keep limbs clear of moving gears



- Consequence of not avoiding the hazard

Identification

Labeling Solutions

YES	NO	STEP 4: INSTALLATION AND TRAINING
<input type="checkbox"/>	<input type="checkbox"/>	The installation of signs should be done in accordance with manufacturer's procedures and recommendations. [ANSI Z535.4-2011: 10.2.3]
<input type="checkbox"/>	<input type="checkbox"/>	Has proper placement of the sign been considered to account for maximum visibility when placed on the equipment?
<input type="checkbox"/>	<input type="checkbox"/>	Is the safety signs signal word and major message understandable to everyone who may be exposed to the hazard? [29 CFR 1910.145(f)(4)(iv)]
<input type="checkbox"/>	<input type="checkbox"/>	Are signal words visible from a distance of at least five feet, or further if the hazard warrants it? [29 CFR 1910.145(f)(4)(ii)]
<input type="checkbox"/>	<input type="checkbox"/>	Are tags or signs affixed as close as safely possible to their respective hazards and in a way that prevents their loss or unintentional removal (for example, with string, wire, or adhesive)? [29 CFR 1910.145(f)(4)(vi)]
<input type="checkbox"/>	<input type="checkbox"/>	Have employees been instructed that danger signs indicate immediate danger and that warning signs indicate possible danger and caution signs warn of potential hazards? Are preventative measures printed on the sign? [29 CFR 1910.145(C)(1)(ii) and (2)(ii)]
<input type="checkbox"/>	<input type="checkbox"/>	Has everyone been told what various signs or tags mean and what special precautions are necessary? [29 CFR 1910.145(f)(4)(v)]
<input type="checkbox"/>	<input type="checkbox"/>	Are all signs free from any sharp edges or burrs or any sharp projections, including any fastening devices that may constitute a physical hazard? [29 CFR 1910.145(d)(1)]

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