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August 11, 2018

Bill Grant
President/Owner
Best Company
1234 Main St
Anywhere, USA 12345

Re: General Industry Safety Survey
Omaha, NE

Bill,

This report is in follow-up to the safety survey completed on July 27, 2018. The purpose of the survey was to identify potential safety hazards and/or OSHA violations. Bob Smith 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
Safety Consultant
My Company, LLC
Phone: (555) 234-5678
Email: johndoe1963@cox.net

CC: Sam Miller
Tom Norton

DISCLAIMER: 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.

Report Summary

Report Name: General Industry Safety Survey
Completed for: Best Company
Inspection Date: July 27, 2018
Location: Omaha, NE
Contact: Bob Smith, Manager
Region: Midwest
Score: 59.1%

Scope of Work: Monthly Safety Inspection

Findings:

Compressed Air

Issue Identified Compressed air used for cleaning is not kept under 30 psi at nozzle (1910.242)

Recommendation Do not use compressed air for cleaning purposes except where reduced to less than 30 p.s.i. at the nozzle tip and then only with effective chip guarding and personal protective equipment. Take appropriate steps to reduce air pressure as required [reference 1910.242(b)]. [View OSHA Standard](#)

Responsible Party: Maintenance Manager

Photo(s)



Non-compliant air nozzle



Non-compliant air nozzle

Positive Finding Air nozzles are equipped with relief ports to discharge air when nozzle tip is obstructed (1910.242)

Photo(s)



Example of compliant air nozzle in shipping

Compressed Gas Cylinders

Positive Finding Cylinders are legibly marked/clearly identified (1910.101)

Positive Finding Cylinders are stored in vertical position (1910.101)

Positive Finding Cylinders are secured to prevent tipping (1910.101)

Photo(s)



Example of proper cylinder storage

Issue Identified **Not all cylinders are secured to prevent tipping (1910.101)**

Recommendation *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](#)*

Responsible Party: Fabrication Manager

Photo(s)



Example of cylinders NOT stored properly



Example of cylinders NOT stored properly

Positive Finding Cylinders are stored away from vehicular traffic (1910.101)

Positive Finding Valve caps are replaced when cylinders are not in use (1910.101)

Positive Finding Valves on gas cylinder are closed when work is finished (1910.253)

Cranes/Rigging

Positive Finding Frequent crane inspections occur (1910.179)

Issue Identified **The rated load of each hoist is not marked and/or clearly legible from the ground or floor (1910.179)**

Recommendation *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](#)*

Notes: Several jib cranes need rating stenciled on beam

Severity Rating: Advisory

Responsible Party: Maintenance Manager

Photo(s)



Jib crane load limits are not legible from ground

Positive Finding Pendants are clearly marked for identification of functions (1910.179)

Issue Identified **Not all lifting hooks have functional safety latches (1910.179)**

Recommendation *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](#)*

Responsible Party: Maintenance Manager

Photo(s)



Safety latch is broken - East bay



Defective lifting hook

Positive Finding The crane and below-the-hook lifting devices are sufficiently rated for the load (1910.179)

Issue Identified **Slings are not maintained in good condition and/or they contain kinks or knots (1910.184)**

Recommendation *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](#)*

Responsible Party: Shipping Manager

Photo(s)



Defective wire rope sling in Yard



Damaged wire rope sling in shipping area

Issue Identified **Slings are not maintained in good condition and/or they contain kinks or knots (1910.184)**

Recommendation *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](#)*

Responsible Party: Maintenance Manager

Photo(s)



Defective chain sling in shop

Electrical Safety

Positive Finding Electrical equipment is installed/used as listed or per manufacturer specifications (1910.303)

Positive Finding Disconnect switches are identified/legibly marked to indicate purpose (1910.303)

Positive Finding Breaker switches are identified/legibly marked to indicate their purpose (1910.303)

Issue Identified **Access to breaker panels, disconnects, etc. is obstructed (i.e. proper clearance is not maintained) and/or the area around transformers and other electrical equipment is not kept clear (1910.303)**

Recommendation *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

Photo(s)



Blocked electrical panel in QA lab



Blocked electrical panels in MCC2

Positive Finding Unused openings in panels/cabinets are closed (1910.305)

Positive Finding Extension cords are not used as a substitute for fixed wiring of the structure (1910.305)

Positive Finding Electrical receptacles/outlets have approved tight-fitting covers (1910.305)

Exits/Egress

Positive Finding Non-exit doors are marked NOT AN EXIT as required (1910.37)

Photo(s)



Door to storage closet in basement is properly marked NOT AN EXIT

Issue Identified **Emergency lights are not provided and/or not all functional (1910.37)**

Recommendation *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](#)*

Responsible Party: Maintenance Manager

Photo(s)



Emergency lights above door in west Bay are not working



Emergency lights outside Breakroom are not working

Flammable Liquids

Positive Finding Flammable storage cabinets meet OSHA's minimum design/construction requirements (1910.106)

Photo(s)



Proper chemical storage near Maintenance area

Issue Identified **More than 25 gallons of Category 1 flammable liquids are stored outside of approved storage cabinet or storage room (1910.106)**

Recommendation *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](#)*

Severity Rating: Serious

Responsible Party: Maintenance Manager, Paint Shop Manager

Photo(s)



Improper storage of flammables in outside storage building



Paint shop could use two more flammable storage cabinets



More flammable storage cabinets are needed

Positive Finding Flammable/combustible liquids not stored next to exits (1910.106)

Forklifts (Material Handling)

- Positive Finding Forklifts are inspected daily and documented (1910.178)
- Positive Finding Forklifts are maintained in good working condition (1910.178)
- Positive Finding Only trained personnel are allowed to operate forklifts (1910.178)
- Positive Finding Forks are lowered when truck is left unattended (1910.178)
- Positive Finding Adequate ventilation is provided in battery charging areas (1910.178)
- Positive Finding Seatbelts are worn on sit down rider trucks (1910.132)

Grinders (Bench/Pedestal)

Issue Identified Work rest(s) are not all adjusted to within 1/8 inch of wheel (1910.215)

Recommendation Adjust (or install if missing) the work rest on grinders to within one-eighth inch of the wheel to prevent items from being jammed between the wheel and the work rest [reference 1910.215(a)(4)]. [View OSHA Standard](#)

Responsible Party: Maintenance Manager

Photo(s)



Guards not adjusted properly

Issue Identified The tongue guard is not adjusted to within 1/4 inch of wheel (1910.215)

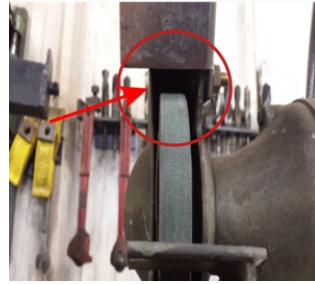
Recommendation Adjust (or install if missing) the tongue guard on grinders to within one-fourth inch of the wheel [reference 1910.215(b)(9)]. [View OSHA Standard](#)

Responsible Party: Maintenance Manager

Photo(s)



Tongue guard not adjusted properly



Tongue guard not adjusted properly

Issue Identified **Bench/pedestal grinders are not all permanently mounted (1910.212)**

Recommendation *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](#)

Responsible Party: Maintenance Manager

Photo(s)



Grinder should be mounted to work bench and guards installed

Positive Finding Safety glasses/faceshield are worn when grinding (1910.132)

Positive Finding Wheel RPM ratings are compatible with motor RPM ratings (1910.215)

Hazard Communication

Positive Finding The Hazcom Program has been developed and is available for review (1910.1200)

Positive Finding A chemical inventory list or index is maintained (1910.1200)

Positive Finding Chemicals in supplier containers are properly labeled (1910.1200)

Issue Identified **Secondary chemical containers are not properly labeled and/or legible (1910.1200)**

Recommendation *When hazardous chemicals are transferred to secondary containers (except when intended for immediate use), the employer shall ensure that each container is labeled, tagged or marked with the product identifier and words, pictures, symbols, or combination thereof (i.e. HMIS Labels), which provide at least general information regarding the hazards of the chemicals, and which, in conjunction with the other information immediately available to employees under the hazard communication program, will provide employees with the specific information regarding the physical and health hazards of the hazardous chemical. The label shall be legible. [reference 1910.1200(f)(6)(ii)]* [View OSHA Standard](#)

Notes: Several mislabeled chemicals were found

Responsible Party: Fabrication Manager

Photo(s)



Cutting fluid in soda bottle?
Seriously?



Need HMIS label



Secondary containers not
properly labeled

Positive Finding

Safety Data Sheets (SDSs) for hazardous chemicals are readily accessible to all employees/all shifts (1910.1200)

Housekeeping

Issue Identified Not all work areas are kept clean and orderly (1910.141)

Recommendation 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](#)

Notes: Serious issues relating to housekeeping were found throughout. Need to focus attention on this area.

Photo(s)



Poor housekeeping in MCC2



Are you kidding me!?

Positive Finding

Work surfaces are kept reasonably dry as work allows (1910.141)

Positive Finding

Waste/garbage is removed regularly (1910.141)

Positive Finding

Employees are not allowed to consume food and beverages in areas exposed to a toxic material(1910.141)

Ladders (Portable)

Issue Identified Ladders are not inspected when first used and/or not maintained in good condition 1910.23(b)(9)

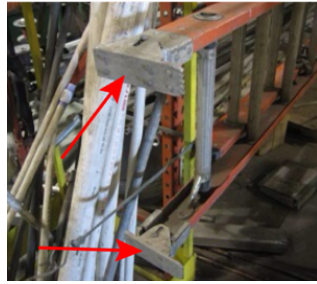
Recommendation Ladders shall be inspected before initial use in each work shift, and more frequently as necessary, to identify any visible defects that could cause employee injury. [reference 1910.23(b)(9)] [View OSHA Standard](#)

Notes: Overall, ladders were in good condition. Just one exception

Severity Rating: Moderate

Responsible Party: Maintenance Manager

Photo(s)



Non-skid feet on straight ladder in Shop are missing

- Positive Finding Spreader/locking device on stepladders is engaged when in use (1910.23)
- Positive Finding Ladders are only used on stable/level surfaces, unless secured or stabilized (1910.23)

Machine Guards (General)

- Positive Finding Guards are affixed to machine and/or otherwise secured to prevent displacement (1910.212)
- Positive Finding Power transmission apparatus are properly guarded (1910.219)
- Positive Finding Point-of-operation hazards are properly guarded (1910.212)

Issue Identified **Rotating parts hazards are not all properly guarded or shielded (1910.212)**

Recommendation *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

Photo(s)



Drill press in Maintenance Shop needs a chuck guard

- Positive Finding An emergency stop device (i.e. button, cable, presence-sensing device) is installed on equipment/machinery as a secondary safeguarding method to protect the machine operator (ANSI B11.19)

Machine Guards (Woodworking)

Issue Identified **Hand-held circular saw blades are not all properly guarded (1910.213)**

Recommendation *Make sure the self-adjusting guard on circular saws is in place and functioning properly to prevent accidental contact with saw blade. Repair or replace as needed [reference 1910.213(a)(12)]. [View OSHA Standard](#)*

Severity Rating: Serious

Responsible Party: Maintenance Manager

Photo(s)



Bolt is being able send to bypass guard

Medical Services/First Aid

- Positive Finding First aid kits are readily accessible to employees (1910.151)
- Positive Finding First aid kits are periodically inspected and replenished (1910.151)
- Issue Identified Eyewash stations are not available or easily accessible when required (1910.151)**
- Recommendation Provide suitable facilities for quick flushing of the eyes for immediate emergency use (i.e. access must be unobstructed) wherever employees may be exposed to injurious corrosive materials [reference 1910.151(c)]. [View OSHA Standard](#)**

Notes: Non approved eyewash station in lab should be replaced with ANSI approved unit.

Photo(s)



Non approved eye wash and bottles were expired

- Positive Finding Deluge showers are available and accessible when required (1910.151)
- Positive Finding Signs are posted above eyewash stations and/or emergency showers to identify their location (ANSI Z358.1)
- Positive Finding Eye Wash Stations and Emergency Showers are cleaned and activated weekly to verify proper operation (ANSI Z358.1)

Storage

- Issue Identified Materials are not all stored/stacked safely (1910.176)**
- Recommendation 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

Photo(s)



Need to address material storage issues

Positive Finding Storage racks are installed square and plumb (ANSI MH16.2)

Tools (Hand & Power)

Issue Identified Tools are not all inspected and maintained in good condition (1910.242)

Recommendation 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

Photo(s)



Issue Identified All angle grinders are not properly guarded (1910.243)

Recommendation 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: Maintenance Manager

Photo(s)



Welding, Cutting and Brazing

Positive Finding Welding curtains are located to protect workers adjacent to welding areas (1910.252)

Photo(s)



Closing Comments:

Issues were reviewed with Bob prior to leaving site. He commitment to addressing all open items.

Score Summary

Positive Findings: 47
Negative Findings: 21
Total Findings: 68

Severity Adjustment

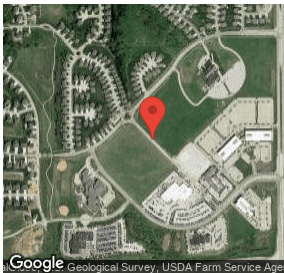
Critical Findings: 0 (deduct 10% for each)
Serious Findings: 2 (deduct 5% for each)
Other Neg Findings: 19 (Minor, Moderate, Advisory)

Score: 59.1% Positive

Severity Adjustment: 10.0%

Submitted by:
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Geo-Tag Information:
Latitude: 41.267246
Longitude: -96.201962
Date: 07/27/2018
Time: 06:46 PM (CDT)

Inspector Signature:

X 

Fri Jul 27 2018 20:14:44 GMT-0500 (CDT)

Site Contact Signature:

X 

Fri Jul 27 2018 20:14:44 GMT-0500 (CDT)