

SAFETY COMMITTEE  
COMPLIANCE PUNCH LIST  
1ST QUARTER  
BROOKLYN PARK – February 13<sup>th</sup>, 2014

	Assigned to:		Date Completed
1	Jason Bartell/Chris Prigge	With regard to the bench grinder near the Bobst, maintain the gap to within one eighth of an inch with the bench grinder tool rest and the gap to within one fourth of an inch with the tongue guard	3/5/14
2	Dan Thieschafer	Update the lockout procedures and include procedures for the Horizon, FMS, etc.	5/7/14
3	Dan Thieschafer	Label the panel board in the LPB2 electrical panel in the Lettershop Ink Jet room.	4/26/14
4	Dan Thieschafer	Document monthly inspections of the eye wash stations.	3/15/14
5	Nancy Kunkel	Remove Mike Farr's contact information from the emergency contact postings.	2/24/14
6	Dan Thieschafer	Store all used lamps in closed and labeled boxes or containers.	2/24/14
7	Dan Thieschafer	Document weekly inspections of the waste storage areas.	3/15/14
8	Dan Thieschafer	Repair the electrical cord near the ceiling above the back side of the 5/40 press. The wires were exposed and possibly move that drop cord closer to the wall to avoid contact with employees passing by.	2/20/14
9	Chris Prigge	Label chemical containers that have illegible labels or no chemical labels with the appropriate labels for those containers.	Ongoing
10	Dan Thieschafer	Possibly adjust the old toppy so that it can be operated more easily.	5/07/14