

SAFETY COMMITTEE  
COMPLIANCE PUNCH LIST  
2nd QUARTER  
St. Paul – June 12<sup>th</sup>, 2014

Assigned to:		Date Completed
Mike Schmit	Complete the pre-use inspections of the material handling vehicles in the press area and send the forms to Steve Rosengren.	6/15/14
Bruce Reeve	Place the fire extinguisher near the Muller Martini on a wall bracket.	6/15/14
Bruce Reeve	Obtain the final copies of the shipping papers for the waste shipments made on 3/19/14 and 5/14/14.	9/15/14
Bruce Reeve	Replace the burned-out light bulb in the centrifuge room.	6/15/14
Bruce Reeve	Place labels on the waste drums in the web and UV press areas.	6/15/14
Bruce Reeve	Obtain a UV lens for the UV press.	9/15/14
Jennifer Wagner	Investigate the possibility of having a light on a severe weather radio to alert employees of severe weather during the overnight shift.	
Bruce Reeve	Add some reels to hold the compressed air hoses after their use.	