

# SAFETY COMMITTEE - COMPLIANCE PUNCH LIST

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*2<sup>nd</sup> QUARTER – March 11, 2017*

*BROOKLYN PARK*

	Assigned To	Assignment	Progress/ Date Completed
1	James Blake Craig Hoffman	Document pre-use inspections of the material handling vehicles in the 6845 building.	Completed 5/22/17
2	Dan Thieschafer	Document the monthly inspections of the eye wash station on the dock in the 6845 building.	Completed 7/31/17
3	Dan Thieschafer	Place the locator sign above the new location for the first aid kit outside of Roger Higdon's office.	
4	Dan Thieschafer	Install a faceplate around the electrical outlet outside the maintenance department cage.	Completed 7/31/17
5	Dan Thieschafer	Complete equipment specific lockout procedures for the new poly wrapper (Sitma) and other new equipment to be added in the future (Kluge, Bobst etc.).	
6	Dan Thieschafer	With regard to the bench grinder in the maintenance cage, 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. Also add a spark arrestor to the bench grinder.	Completed 7/31/17